PUNJAB MASSTRANSITAUTHORITY
GOVERNMENT OF THE PUNJAB

BIDDING DOCUMENTS

(Procurement of Services)
(Single Stage Two Envelope)

SUPPLY / INSTALLATION / REPLACEMENT / MAINTENANCE OF ELECTRICAL SYSTEM / SOLAR PV SYSTEM / EQUIPMENTFROM SHAHDRA TO GAJJU MATTA AT DESIGNATED PLACES IN LAHORE METROBUS SYSTEM

FRAMEWORK CONTRACT

SEPTEMBER 2026
Tender No: PMA/LMBS/26/01

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Section-I: INVITATION TO BIDS

1.1 INVITATION TO BID

Date:

Bid Reference No. *PMA/LMBS/26/01*

BIDDING DOCUMENTS FOR SUPPLY / INSTALLATION / REPLACEMENT / MAINTENANCE OF ELECTRICAL SYSTEM / SOLAR PV SYSTEM / EQUIPMENTFROM SHAHDRA TO GAJJU MATTA AT DESIGNATED PLACES IN LAHORE METROBUS SYSTEM

1. Punjab Masstransit Authority, Government of the Punjab, **invites electronic bids from eligible bidders for the above stated tender registered with Pakistan Engineering Council** in at least **C-3 category** having any code relevant to Electrical Works **renewed for the year 2026-27.**

2. E-bidding Document as per regulations, containing, conditions, specifications and requirements etc. are available for the registered bidders on **Punjab e-Procurement System at: https://ep.punjab.gov.pk/**.

3. The electronic bids, must be submitted by using Punjab e-Procurement System on or before **25-09-2026 at 1400 Hrs.** Manual bids shall not be accepted. Electronic Bids will be opened on the same day at **1430 Hrs** in the presence of the bidder's designated representatives. The Bidding process will be conducted through NCB following the Bidding Procedures of Single Stage two envelope.

4. e-Bids will not be accepted on the after closing time. However, if any e-bid is submitted on the system after closing time due to some technical glitch in the Punjab e-Procurement System, in that case bid shall be declared late, rejected returned unopened to the Bidder.

5. As per Rule 12(2) and 12(3), this tender is being placed online at Punjab e-Procurement System, PMA's and PPRA's website, as well as being advertised in print media. The bidding document carrying all details can be downloaded from websites following websites;
https://ep.punjab.gov.pk/
https://www.pma.punjab.gov.pk
https://www.ppra.punjab.gov.pk

There shall be no tender fee for downloading bidding document or for submission of e-bids under the e-procurement system.

6. All interested bidders are required to register themselves by visiting the following link established by PPRA and become a register supplier under e-procurement system. https://ep.punjab.gov.pk/

7. Each bidder shall furnish a Bid Security of PKR. 02 million/- (Rupees: 2,000,000/-) Bid Security must be submitted in favor of MASSTRANSIT AUTHORITY NON-FARE REVENUE (NFR) FUND ACCOUNT On Punjab E-Procurement System (Linked With BOP) Electronically in The Manner Prescribed By Punjab E-Procurement System. No Physical Financial Instrument Will Be Accepted.

8. The Service Providers / firms must be registered with **Securities and Exchange Commission of Pakistan (SECP)/AOP, Federal Board of Revenue (FBR)** and **Punjab Revenue Authority (PRA).** The Service Providers / firms must be **Active Taxpayer (ATL)** at the time of tendering.

9. The Bidder shall comply with all applicable Federal and Provincial taxes, duties, levies, and statutory requirements. The Bidder shall pay wages to all deployed personnel at rates not less than the minimum wages notified by the Government of Punjab, as amended from time to time. The quoted rates shall be deemed to include compliance with these requirements, and any non-compliant bid may be declared non-responsive.

Sr. No.	Description of services	Estimated Amount PKR	Remarks
1.	Supply/Installation/ Replacement/Maintenance of Electrical System /Solar PV System /Equipment from Shadra to Gajju Matta, Lahore	95,175,390	Detail of essential materials, quantities enclosed with Bidding documents.

DIRECTOR PROCUREMENT

PUNJAB MASSTRANSIT AUTHORITY

5th Floor, Arfa Software Technology Park (ASTP)

346-B, Main Ferozepur Road, Lahore, Pakistan

Section-II: Instructions to Bidders (ITB)

2.1. Introduction

2.1.1 Scope of Bid

i) The Procuring Agency (PA), as indicated in the Bid Data Sheet (BDS) invites Bids for the provision of *[nature of services to be decided by the procuring agency*] as specified in the Section-IV Bid Data Sheet (BDS) and Section VII- Schedule of Requirements. The successful Bidders will be expected to provide the services for the specified period and timeline(s) as stated in the BDS.

2.1.2 Source of Funds

i) The Procuring Agency named in the Bid Data Sheet has received budget from the Government of Punjab. The Procuring Agency intends to apply the provided funds/ a portion of this budget to make eligible payments under the contract for which the Invitation to bids has been issued.

2.1.3 Eligible Bidders

i) The Invitation to Bids is open to all Service Providers i.e. association of firms/companies/sole proprietor/ JVs, registered with relevant Registration Authorities and Tax Departments/Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc.) *[To be decided by the Procuring Agency]*, except as provided hereinafter.

ii) Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consultancy services for the preparation of the design, specifications, and other documents to be used for the procurement of the services to be purchased under this Invitation to Bids.

iii) Government-owned enterprises may participate only if they are duly/legally authorized in this regard by the respective/relevant competent forum/authority.

iv) Bidders shall not be under a declaration of blacklisting by the Procuring Agency.

v) In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The joint venture, consortium, or association shall nominate a Lead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of contract.

[It is upon procuring agency to decide the participation of Bidders in J.V mode. The limit on the number of members of JV or Consortium or Association may be prescribed in BDS, in accordance with the guidelines issued by the PPRA].

vi) The appointment of Lead Member in the joint venture, consortium, or association shall be confirmed by submission of a valid Power of Attorney to the Procuring Agency.

vii) Any agreement that forms a joint venture, consortium or association shall be required to be submitted as part of the Bid and shall be attested.

viii) Any bid submitted by the joint venture, consortium or association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated or post qualified with respect to its contribution only and the responsibilities of each party and shall not be substantially altered without prior written approval of the Procuring Agency and in line with any instructions issued by the Authority.

ix) The invitation for Bids is open to all prospective bidder/service provider subject to any provisions or licensing/regulatory requirements issued by the respective national/ provincial professional statutory body established for that particular trade or business.

x) A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this Bidding process, if they:

a) Are associated or have been associated in the past, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used for the procurement of the services to be purchased under this Invitation for Bids.
b) have controlling shareholders in common; or
c) receive or have received any direct or indirect subsidy from any of them; or
d) have the same legal representative for purposes of this Bid; or
e) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Agency regarding this Bidding process; or
f) Submit more than one Bid in this Bidding process; however, this does not limit the participation of subService Providers in more than one Bid.

xi) A Bidder may be ineligible if –

(a) the Bidder is declared bankrupt or, in the case of company or firm, insolvent;

(b) payments in favor of the Bidder is suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting, in accordance with the national laws, in the total or partial loss of the right to administer and dispose of its property;

(c) legal proceedings are instituted against such Bidder involving an order suspending payments and which may result, in accordance with the national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of the property;

(d) the Bidder is convicted, by a final judgment, of any offence involving professional conduct;

(e) The Bidder is debarred and blacklisted due to involvement in corrupt and fraudulent practices in accordance with the provision of section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014.

(f) The Bidder is debarred and blacklisted in general (i.e. to the extent of all public procurement) due to consistent performance failure in accordance with the section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014.

(g) The firm, Service Provider and Service Provider is blacklisted/ debarred by any international organization.

xii) Bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.

xiii) Bidders shall provide such evidence of their continued eligibility satisfactory to the Procuring Agency, as the Procuring Agency shall reasonably request.

xiv) Bidders shall submit proposals relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to more than ten percent of the Bid price is envisaged.

2.1.4. Cost of Bidding

i) The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Procuring Agency named in the Bid Data Sheet, hereinafter referred to as "the Procuring Agency," will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding process.

2.1.5. One person one bid

i) As per Rule 36A of Punjab Procurement Rules 2014, a Bidder shall submit only one Bid in the same bidding process, either individually as a Bidder or as a member in a joint venture or any similar arrangement.

ii) No Bidder can be a sub-Service Provider while submitting a Bid individually or as a member of a joint venture in the same Bidding process.

iii) A Bidder, if acting in the capacity of sub-Service Provider in any Bid, shall not submit bid for the same.

2.1.6. Work Plan/Deputation Plan

i) The Bidder shall be responsible for the provision of bids as per work plan/deputation plan formulated by the procuring agency and procuring agency may also, from time to time amend the same as per its requirement.

2.2. The Bidding Documents

2.2.1. Content of Bidding Documents

i) The services required, Bidding procedures, and contract terms are prescribed in the Bidding documents. The Bidding documents, inter alia, include:

(a) Invitation to Bids

(b) Instructions to Bidders (ITB)

(c) Technical Specifications

(d) Bid Data Sheet

(e) General Conditions of Contract (GCC)

(f) Special Conditions of Contract (SCC)

(g) Schedule of Requirements

(h) Bid Form

(i) Bidder Profile Form

(j) General Information Form

(k) Affidavit

(l) Bid Security Form

(m) Technical Bid Form

(n) Contract Form

(o) Financial Bid Form / Price Schedule

(p) Performance Guarantee Form

(q) Check List

ii) The Bidder is required to examine all instructions, forms, terms, and specifications in the Bidding documents. Failure to furnish all information as required by the Bidding documents or to submit a Bid not substantially responsive to the Bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its Bid.

iii) In case of discrepancies between the Invitation to Bid and the Bidding Documents listed in **ITB 2.2.1 (i)** above, the said Bidding Documents, not in conflict with any provision of PPR-14, will take precedence.

iv) The Procuring Agency is not responsible for the completeness of the Bidding Documents and their addenda, if they were not obtained directly from the Procuring Agency or from its website or website of PPRA. Re-confirming from the Procuring Agency that all pages/ contents have been properly and clearly received is the prime responsibility of the Bidder.

2.2.2. Clarification of Bidding Documents

i) A prospective Bidder requiring any clarification of the Bidding documents may notify the Procuring Agency in writing or by email at the Procuring Agency's address indicated in Invitation to Bid/ Tender Notice/ Advertisement. The Procuring Agency will respond in writing to any request for clarification of the Bidding documents which it receives no later than seven (7) days prior to the deadline for the submission of Bids prescribed in the Bid Data Sheet. Written copies of the Procuring Agency's response (including an explanation of the query but without identifying) will be sent to all prospective Bidders that have received the Bidding documents.

ii) A prospective Bidder requiring any clarification of the Bidding Documents may notify the Procuring Agency in writing or in electronic form that provides record of the content of communication at the Procuring Agency's address indicated in the **BDS.**

iii) The Procuring Agency will within three (3) working days after receiving the request for clarification, respond in writing or in electronic form to any request for clarification provided that such request is received not later than seven (7) days prior to the deadline for the submission of Bids. As prescribed in **ITB 2.2.2 (i), above.** However, this clause shall not apply in case of alternate methods of Procurement.

iv) Copies of the Procuring Agency's response will be forwarded to all identified Prospective Bidders through an expeditious identified source of communication, e.g.: e-mail etc., including a description of the inquiry, but without identifying its source.

v) Should the Procuring Agency deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under **ITB 2.2.3.**

vi) If indicated **in the BDS**, the Bidder's designated representative is invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned **in the BDS.** During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding Documents.

vii) Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective Bidders who have obtained the Bidding Documents. Any modification to the Bidding Documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITB 2.2.3. Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.

2.2.3. Amendment of Bidding Documents

i) At any time prior to the deadline for submission of Bids, but not later than three (3) days before the closing time of the submission of Bid, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the Bidding documents by amendment. Any such change/amendment in the Bidding documents shall be provided in a timely manner, preferably through electronic means also, not later than three (3) days, and on equal opportunity basis as per Rule-25(3) of PPR-14.

ii) All prospective Bidders that have received the Bidding documents will be notified of the amendment in writing or by email, and will be binding on them.-

iii) Before the deadline for submission of Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder or pre-Bid meeting may modify the Bidding Documents by issuing addenda.

iv) Any addendum issued including the notice of any extension of the deadline shall be part of the Bidding Documents and shall be communicated in writing or in any identified electronic form, e.g. email that secures record of the content of subject communication.

v) In order to allow prospective Bidders reasonable time in which to take an addendum into account in preparing their Bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of Bids, as per rule 29 of PPR-14, in the manner similar to the original advertisements, so as to avoid any inconvenience and to doubly ensure level playing field for all prospective bidders.

2.3. Preparation of Bids

2.3.1. Language of Bid	i)	The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Procuring Agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in same language.
2.3.2. Bid Form	i)	The Bidder shall complete the Bid Form and the appropriate Price Schedule (Financial Bid) furnished in the Bidding documents, indicating the simple services/janitorial services/security services/repair and maintenance/any other services etc. etc. to be provided.
2.3.3. Bid Prices	i)	The Bidder shall indicate on form 8.10 the unit prices (where applicable) and total Bid price of the person/guard *[to be decided by the procuring agency]* the services of which it proposes to provide under the contract.
	ii)	Prices indicated on the Price Schedule shall be item wise/ package wise *[to be decided by the Procuring Agency on form 8.10]*
	iii)	The Bidder's separation of price components in accordance with ITB Clause 2.3.4(i) above will be solely for the purpose of facilitating the comparison of Bids by the Procuring Agency and will not in any way limit the Procuring Agency's right to contract on any of the terms offered.
	iv)	Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A Bid submitted with an **adjustable price quotation** will be treated as non-responsive and may be rejected.
2.3.4. Bid Currencies	i)	Prices shall be quoted in **Pak Rupees** unless otherwise specified in the Bid Data Sheet.
	ii)	The Bidders must adhere to the minimum wage rate (notified by Labour & Human Resource Department) and all applicable taxes (imposed by FBR/PRA/any other government organization) while preparing financial bid.
2.3.5. Documents Establishing Bidder's Eligibility and Qualification	i)	Pursuant to ITB Clause 2.1.3, the Bidder shall furnish, as part of its Bid, documents establishing the Bidder's eligibility to Bid and its qualifications to perform the contract if its Bid is accepted.
	ii)	The documentary evidence of the Bidder's eligibility to Bid shall establish to the Procuring Agency's satisfaction that the Bidder, at the time of submission of its Bid, is eligible as defined under ITB Clause 2.1.3.

iii) The documentary evidence, of the Bidder's qualifications to perform the contract if its Bid is accepted, shall establish to the Procuring Agency's satisfaction:

(a) that the Bidder has the financial, technical capability necessary to perform the contract;

(b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.

2.3.6. Bid Security

i) The Bidder shall furnish, as part of its Bid, a Bid security in the amount specified in the Bid Data Sheet.

ii) The Bid security is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture Pursuant to ITB Clause 2.3.6. (vii).

iii) The Bid security shall be in Pakistan Rupees and shall be in one of the following forms:

(a) Bank Guarantee, Bank call-deposit (CDR), Demand Draft (DD), Pay Order (PO) or Banker's cheque valid for (___) Days, beyond the validity of Bid. *[to be decided by the Procuring Agency keeping in view the time to be taken till award of contract or signing of contract agreement and chances of extension in Bid validity if any. The number of days will be expressed in word and figures].*

iv) Any Bid not secured in accordance with ITB Clauses 2.3.7 (i) and (iii) may be rejected by the Procuring Agency as non-responsive.

v) Unsuccessful Bidders' Bid security will be discharged or returned as promptly as possible but not later than .... (   ) days *[to be inserted by the Procuring Agency in word and figures]* after the expiration of the period of Bid validity prescribed by the Procuring Agency pursuant to ITB Clause 2.3.7 (iii) (a) or along with unopened financial proposal as per rule 38(2)(a)(vii) of PPR-14, which shall take precedence, and is as under:

"***38(2)(a)(vii)*** *the financial proposal of the Bids found technically non-responsive shall be retained unopened and shall be returned on the expiry of the grievance period or the decision of the complaint, if any, filed by the non-responsive Bidder, whichever is later: provided that the Procuring Agency may return the sealed financial proposal earlier if the disqualified or non-responsive Bidder, Service Provider or consultant submits an affidavit, through an authorized representative, to the effect that he is satisfied with the proceedings of the Procuring Agency".*

vi) The successful Bidder's Bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 2.6.1, and furnishing the Performance Guarantee, pursuant to ITB Clause 2.6.2.

vii) The Bid security may be forfeited:

a. if a Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or

b. in the case of a successful Bidder, if the Bidder:

i. fails to sign the contract in accordance with ITB Clause 2.6.3; **or**

ii. fails to furnish Performance Guarantee in accordance with ITB Clause 2.6.2; or

iii. Is blacklisted under relevant provisions of PPRA Act, 2009 and PPR-14.

2.3.7. Period of Validity of Bids

i) Bids shall remain valid for the period specified in the Bid Data Sheet after the date of Bid opening prescribed by the Procuring Agency. A Bid valid for a shorter period may be rejected by the Procuring Agency as non-responsive.

ii) In exceptional circumstances, the Procuring Agency may solicit the Bidder's consent to an extension of the period of validity (as per rule-28 of PPR-14). The request and the responses thereto shall be made in writing (or by email). The Bid security provided under ITB Clause 2.3.7 shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security. A Bidder accepting the request will not be required nor permitted to modify its Bid.

2.3.8. Format and Signing of Bid

i) The Bidder shall prepare an original and the number of copies of the Bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID," as appropriate. In the event of any discrepancy between them, the original shall prevail.

ii) The original and the copy or copies of the Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the Bid, shall be initialed by the person or persons signing the Bid.

iii) Any interlineation, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the Bid.

iv) The original and the copy or copies of the Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the **BDS** and shall be attached to the Bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Bid, shall be initialed by the person or persons signing the Bid.

v) Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person or persons signing the Bidder.

vi) The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid and to contract execution if the Bidder is awarded the contract.

2.3.9. Minimum Wage rates/all applicable taxes

i) The Bidders must adhere to the minimum wage rate (notified by Labour & Human Resource Department) and all applicable taxes (imposed by FBR/PRA/any other government organization) while preparing financial bid.

2.4. Submission of Bids

2.4.1 Sealing and Marking of Bids

i) As per Rule 24, the Bidder shall seal the original and each copy of the Bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope.

ii) The inner and outer envelopes shall:

a. be addressed to the Procuring Agency at the address given in the Bid Data Sheet; and
b. bear the title of procurement Activity indicated in the Bid Data Sheet, the Invitation to Bids (ITB) title and number indicated in the Bid Data Sheet, and a statement: "DO NOT OPEN BEFORE….. (time and date)," *[to be completed with the time and the date specified in the Bid Data Sheet, pursuant to ITB Clause 2.4.2.]*

iii) The inner envelopes shall also indicate the name and address of the Bidder to enable the Bid to be returned unopened in case it is declared "late".

iv) If the outer envelope is not sealed and marked as required by ITB Clause 2.4.1 (i), the Procuring Agency will assume no responsibility for the Bid's misplacement or premature opening.

v) In case of Single Stage One Envelope Procedure, the Bidder shall seal the original and each copy of the Bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope securely sealed in such a manner that opening and resealing cannot be achieved undetected.

Note: The envelopes shall be sealed and marked in accordance with the bidding procedure adopted as referred in Rule-38 of PPR-2014, which shall have precedence.

vi) The inner and outer envelopes shall:

a) be addressed to the Procuring Agency at the address given in the **BDS**; and
b) bear the title of the subject procurement or Project name, as the case may be as indicated in the **BDS**, the Invitation to Bids (ITB) title and number indicated in the **BDS**, and a statement: "DO NOT OPEN BEFORE," to be completed with the time and the date specified in the **BDS**, pursuant to **ITB 2.4.2.**

vii) In case of Single Stage Two Envelope Procedure, The Bid shall comprise two envelopes submitted simultaneously, one called the Technical Proposal and the other Financial Proposal. Both envelopes to be enclosed together in an outer single envelope called the Bid. Each Bidder shall submit his bid as under:

a) Bidder shall submit his TECHNICAL PROPOSAL and FINANCIAL PROPOSAL in separate inner envelopes and enclosed in a single outer envelope.

b) ORIGINAL and each copy of the Bid shall be separately sealed and put in separate envelopes and marked as such.

(c) The envelopes containing the ORIGINAL and copies will be put in one sealed envelope and addressed / identified as given in BDS.

viii) The inner and outer envelopes shall:

a) be addressed to the Procuring Agency at the address provided in the BDS;

b) bear the name and identification number of the contract as defined in the BDS; and provide a warning not to open before the time and date for bid opening, as specified in the BDS, pursuant to ITB 2.4.2;

c) In addition to the identification required in Sub- Clause (b) hereof, the inner envelope shall indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared "late" pursuant to ITB.2.4.3.

ix) If all envelopes are not sealed and marked as required by **ITB 2.4.1** or incorrectly marked, the Procuring Agency will assume no responsibility for the misplacement or premature opening of Bid.

2.4.2 Deadline for Submission of Bids

i) Bids must be received by the Procuring Agency at the address specified under BDS no later than the time and date specified in the Bid Data Sheet.

ii) The Procuring Agency may, at its discretion and as per rule 29 of PPR-14, extend this deadline for the submission of Bids by amending the Bidding documents in accordance with ITB Clause 2.2.2 & 2.2.3 in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

iii) Bids shall be received by the Procuring Agency at the address specified under **BDS** no later than the date and time specified in the **BDS.**

2.4.3. Late Bids

i) Any Bid received by the Procuring Agency after the deadline for submission of Bids prescribed by the Procuring Agency pursuant to ITB Clause 2.4.2 will be rejected and returned unopened to the Bidder.

ii) The Procuring Agency shall not consider for evaluation any Bid that arrives after the deadline for submission of Bids.

iii) Any Bid received by the Procuring Agency after the deadline for submission of Bids shall be declared late, recorded, rejected and returned unopened to the Bidder.

2.4.4. Modification and Withdrawal of Bids

i) The Bidder may modify or withdraw its Bid after the Bid's submission, provided that written notice of the modification, including substitution or withdrawal of the Bids, is received by the Procuring Agency prior to the deadline prescribed for submission of Bids.

ii) The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of Clause (i) A withdrawal notice may also be sent by email, but followed by a signed confirmation copy, postmarked not later than the deadline for submission of Bids.

iii) No Bid may be modified after the deadline for submission of Bids.

iv) No Bid may be withdrawn in the interval between the deadline for submission of Bids and the expiration of the period of Bid validity specified by the Bidder on the Bid Form. Withdrawal of a Bid during this interval may result in the Bidder's forfeiture of its Bid security (along with other remedies available under PPR-14), pursuant to the ITB Clause 2.3.7 (vii).

v) A Bidder may withdraw its Bid after it has been submitted, provided that written notice of the withdrawal of the Bid, is received by the Procuring Agency prior to the deadline for submission of Bids.

vi) Revised bid may be submitted after the withdrawal of the original bid before the deadline for submission of Bids.

2.5. Opening and Evaluation of Bids

2.5.1. Opening of Bids by the Procuring Agency

i) The Procuring Agency will open all Bids, in public, in the presence of Bidders' or their representatives who choose to attend, and other parties with a legitimate interest in the Bid proceedings at the place, on the date and at the time, specified in the **BDS**. The Bidders' representatives present shall sign a register as proof of their attendance.

ii) First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidder. No bid withdrawal shall be permitted unless the corresponding Withdrawal Notice contains a valid authorization to request the withdrawal and is read out at bid opening.

iii) Second, outer envelopes marked "SUBSTITUTION" shall be opened. The inner envelopes containing the Substitution Bid shall be exchanged for the corresponding Original Bid being substituted, which is to be returned to the Bidder unopened. No envelope shall be substituted unless the corresponding Substitution Notice contains a valid authorization to request the substitution and is read out and recorded at bid opening.

iv) Next, outer envelopes marked "MODIFICATION" shall be opened. No Technical Proposal and/or Financial Proposal shall be modified unless the corresponding Modification Notice contains a valid authorization to request the modification and is read out and recorded at the opening of the Bids. Any Modification shall be read out along with the Original Bid except in case of Single Stage Two Envelope Procedure where only the Technical Proposal, both Original as well as Modification, are to be opened, read out, and recorded at the opening. Financial Proposal, both Original and Modification, will remain unopened till the prescribed financial bid opening date.

v) Other envelopes holding the Bids shall be opened one at a time, in case of Single Stage One Envelope Procedure, the Bidders names, the Bid prices, the total amount of each Bid and of any alternative Bid (if alternatives have been requested or permitted), any discounts, the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring Agency may consider appropriate, will be announced by the Procurement Evaluation Committee.

vi) In case of Single Stage Two Envelope Procedure, the Procuring Agency will open the Technical Proposals in public at the address, date and time specified in the **BDS** in the presence of Bidders` designated representatives who choose to attend and other parties with a legitimate interest in the Bid proceedings. The Financial Proposals will remain unopened and will be held in custody of the Procuring Agency until the specified time of their opening.

vii) The envelopes holding the Technical Proposals shall be opened one at a time, and the following read out and recorded: (a) the name of the Bidder; (b) whether there is a modification or substitution; (c) the presence of a Bid Security, if required; and (d) Any other details as the Procuring Agency may consider appropriate.

viii) Bids not opened and not read out at the Bid opening shall not be considered further for evaluation, irrespective of the circumstances. In particular, any discount offered by a Bidder which is not read out at Bid opening shall not be considered further.

ix) Bidders are advised to send in a representative with the knowledge of the content of the Bid who shall verify the information read out from the submitted documents. Failure to send a representative or to point out any un-read information by the sent Bidder's representative shall indemnify the Procuring Agency against any claim or failure to read out the correct information contained in the Bidder's Bid.

x) No Bid will be rejected at the time of Bid opening except for late Bids which will be returned unopened to the Bidder, pursuant to **2.4.3 (i).**

xi) The Procuring Agency shall prepare minutes of the Bid opening. The record of the Bid opening shall include, as a minimum: the name of the Bidder and whether or not there is a withdrawal, substitution or modification, the Bid price if applicable.

xii) The Bidders' representatives who are present shall be requested to sign on the attendance sheet. The omission of a Bidder's signature on the record shall not invalidate the contents and affect the record. A copy of the record shall be distributed to all the Bidders.

xiii) A copy of the minutes of the Bid opening shall be furnished to individual Bidders upon request.

[if Procuring Agency opts for single stage one envelope procedure as per rule 38(1) of PPR-14, clause (vi) to (xiii) should be formulated accordingly by the procuring agency.]

2.5.2. Confidentiality

i) Information relating to the examination, clarification, evaluation and comparison of Bids and recommendation of contract award shall not be disclosed to Bidders or any other persons not officially concerned with such process until the ~~t~~ime of the announcement of the respective evaluation report in accordance with the requirements of rule 37 of PPR-14.

ii) Any effort by a Bidder to influence the Procuring Agency processing of Bids or award decisions may result in the rejection of its Bid.

iii) Notwithstanding **ITB Clause 2.2.2** from the time of Bid opening to the time of contract award, if any Bidder wishes to contact the Procuring Agency on any matter related to the Bidding process, it should do so in writing or in electronic forms that provides record of the content of communication.

2.5.3. Clarification of Bids

i) As per rule 33(2) of PPR-14, to assist in the examination, evaluation and comparison of Bids and post-qualification of the Bidders, the Procuring Agency may, at its discretion, ask any Bidder for a clarification of its Bid including breakdown of prices. Any clarification submitted by a Bidder that is not in response to a request by the Procuring Agency shall not be considered.

ii) The request for clarification and the response shall be in writing or in electronic forms that provide record of the content of communication. In case of Single Stage Two Envelope Procedure, no change in the prices or substance of the Bid shall be sought, offered, or permitted. Whereas in case of Single Stage One Envelope Procedure, only the correction of arithmetic errors discovered by the Procuring Agency in the evaluation of Bids should be sought in accordance with ITB Clause 2.5.6.

iii) The alteration or modification in the Bid which in any way affect the following parameters will be considered as a change in the substance of a bid:

a) evaluation & qualification criteria;
b) required scope of services etc. and related materials.
c) all securities requirements;
d) tax requirements;
e) Terms and conditions of bidding documents.
f) change in the ranking of the Bidder

iv) From the time of Bid opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bid it should do so in writing or in electronic forms that provide record of the content of communication.

2.5.4. Preliminary Examination

i) The Procuring Agency will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bids are generally in order.

ii) Arithmetical errors will be rectified on the following basis:-

a. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Service Provider does not accept the correction of the errors, its Bid may be rejected, and its Bid security may be forfeited.
b. If there is a discrepancy between words and figures, the amount in words will prevail.

iii) Prior to the detailed evaluation, the Procuring Agency will determine the substantial responsiveness of each Bid to the Bidding documents, pursuant to ITB Clause 2.5.5. For purposes of these Clauses, a substantially responsive Bid is one which conforms to all the terms and conditions of the Bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, **such as** those concerning **Bid Security** (ITB Clause 2.3.7), **Applicable Law** (GCC Clause 30), and **Taxes and Duties** (GCC Clause 32) & mandatory Registrations/ Renewals will be deemed to be a material deviation. The Procuring Agency's determination of a Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.

iv) If a Bid is not substantially responsive, it will be rejected by the Procuring Agency and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

v) Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid:

a) meets the eligibility criteria defined in **ITB 2.1.3**;
b) has been prepared as per the format and contents defined by the Procuring Agency in the Bidding Documents;
c) has been properly signed;
d) is accompanied by the required securities; and
e) Is substantially responsive to the requirements of the Bidding Documents.

The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.

2.5.5. Examination of Terms and Conditions; Technical Evaluation

i) The Procuring Agency shall examine the Bid to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidder without any material deviation or reservation.

ii) The Procuring Agency shall evaluate the technical aspects of the Bid submitted to confirm that all requirements specified in **Section VII – Schedule of Requirements & Evaluation Criteria as provided in BDS,** have been met without material deviation or reservation.

iii) If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not responsive in accordance**,** it shall reject the Bid.

2.5.6. Correction of Errors

i) Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -

a) if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;

b) if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and

c) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

d) Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

ii) The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors. The concurrence of the Bidder shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed in accordance with **ITB 2.3.7.**

2.5.7. Conversion to Single Currency

i) As per rule 32(2) of PPR-14, to facilitate evaluation and comparison, the Procuring Agency will convert all Bid prices expressed in the amounts in various currencies in which the Bid prices as follows:

For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day.

2.5.8. Post-qualification & Evaluation of Bids

i) In the absence of **prequalification**, the Procuring Agency will determine to its satisfaction whether the Bidder is qualified to perform the contract satisfactorily, in accordance with the evaluation criteria listed in BDS & pursuant to ITB Clause 2.1.3.

ii) The determination will take into account the Bidder's financial, technical, and production/ supplying capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information required for eligibility/qualification expressed in Bid Data Sheet as the Procuring Agency deems necessary and appropriate.

iii) The Procuring Agency will **technically evaluate** and compare the Bids which have been determined to be substantially responsive, pursuant to ITB Clause 2.5.5.

iv) The **financial evaluation** of a Bid will be on the basis of form of Price Schedules/ Financial Bid Form 8.10 to be decided by the Procuring Agency which must include clear cut instruction regarding evaluation inclusive of all prevailing taxes, duties, fees along with observance of minimum wages etc.

2.5.9. Contacting the Procuring Agency

i) Subject to ITB Clause 2.5.3, no Bidder shall contact the Procuring Agency on any matter relating to its Bid, from the time of the Bid opening to the time the evaluation report is made public i.e. 10 days before the contract is awarded. If the Bidder wishes to bring additional information or has grievance to the notice of the Procuring Agency, it should do so in writing.

ii) Any effort by a Bidder to influence the Procuring Agency during Bid evaluation, or Bid comparison may result in the rejection of the Bidder's Bid.

2.5.10. Grievance Redressal

i) As per Rule-67 of PPR-14, Procuring Agency shall constitute a Grievance Redressed Committee (GRC) comprising of odd number of persons with proper powers and authorization to address the complaints. The GRC shall not have any of the members of the Procurement Evaluation Committee. The Committee may preferably have one subject specialist depending upon the nature of the procurement in addition to one person with legal background as per their availability to the Procuring Agency.

ii) Any Bidder feeling aggrieved can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the Bidding documents found contrary to provision of Rule 33, and the same shall be addressed by the GRC well before the proposal submission deadline.

iii) Any party can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the bidding documents found contrary to provision of Rule 34 and the same shall be addressed by the GRC well before the proposal submission deadline.

iv) Any Bidder feeling aggrieved by any act of the Procuring Agency after the submission of his Bid may lodge a written complaint concerning his grievances not later than ten days after the announcement of the Final evaluation reports. In case of single stage - two envelope bidding procedure any bidder feeling aggrieved from technical evaluation may file a grievance within 5 days of announcement of the technical evaluation report. After completion of the technical evaluation process, the procuring agency shall immediately upload the technical evaluation report on the website of PPRA for obtaining/ receiving grievance petitions from the prospective bidders (if any).

v) In case, the complaint is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report. Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelop bidding procedure is adopted.

vi) The GRC shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

2.6. Award of Contract

2.6.1. Notification of Award

i) Prior to the expiration of the period of Bid validity, the Procuring Agency will notify the successful Bidder in writing by registered letter or by email to be confirmed in writing by registered letter, that its Bid has been accepted.

ii) The notification of award will constitute the formation of the Contract.

iii) Upon the successful Bidder's furnishing of the Performance Guarantee pursuant to ITB Clause 2.6.2 (i), the Procuring Agency will promptly notify each unsuccessful Bidder and will discharge its Bid security, pursuant to ITB Clause 2.3.7 (v).

2.6.2. Performance Guarantee

i) Within fifteen (15) *[to be decided by the procuring agency]* days of the receipt of notification of award from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in accordance with the Conditions of Contract, in the Performance Guarantee Form provided in the Bidding documents, or in another form acceptable to the Procuring Agency.

ii) Failure of the successful Bidder to comply with the requirement of ITB Clause (i) above or ITB Clause 2.6.3 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid security along with other remedies available under PPR-14. After that, the Procuring Agency may decide to award the contract to the next lowest evaluated Bidder, keeping in view the Bid validity time, or call for new Bids keeping in view the concept of value for money as defined under rule-2(ae) read with Principles of Procurement as enunciated in rule-4 of PPR-14.

2.6.3. Signing of Contract/ Issuance of work Order

i) At the same time as the Procuring Agency notifies the successful Bidder that its Bid has been accepted, the Procuring Agency will send the Bidder the Contract Form provided in the Bidding documents, incorporating all agreements between the parties or will issue the purchase order *[as the case may be]*.

ii) Under rule-63 of PPR-14, where the Procuring Agency requires formal signing of contract, within seven (07) days of receipt of the Contract Form, the successful Bidder shall sign and mention date of the contract and return it to the Procuring Agency.

iii) Where no such formal signing is required by the procuring agency, the procuring agency shall issue purchase order after the receipt of required performance guarantee, as per rule 55 of PPR-14.

2.6.4. Award Criteria

i) Subject to ITB Clause 2.6.2, under rule-55 of PPR-14, the Procuring Agency will award the contract to the successful Bidder whose Bid has been determined to be substantially responsive and has been determined to be the lowest evaluated Bid, provided that the Bidder has been determined to be qualified to perform the contract satisfactorily.

2.6.5. Procuring Agency's Right to Vary Quantities at Time of Award

i) The Procuring Agency reserves the right at the time of contract award to increase or decrease the quantity of *simple services/janitorial services/security services/repair and maintenance/any other services etc.* originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, on the analogy of rule-59 (iv) of PPR-14 (not more than 15%).

2.6.6. Procuring Agency's Right to Accept or Reject All Bids

i) As per rule 35 of PPR-14, the Procuring Agency reserves the right to accept or reject all Bids or proposals (and to annul the Bidding process) at any time prior to the acceptance of any Bid or proposal, without thereby incurring any liability towards the Bidders. However, the Authority (i.e. PPRA) may call from the Procuring Agency the justification of those grounds.

ii) The Bidders shall be promptly informed about the rejection of the Bids, if any

iii) The Procuring Agency shall upon request communicate to any Bidder, the grounds for its rejection of all Bids or proposals, but shall not be required to justify those grounds.

2.6.7. Re-Bidding

i) If the Procuring Agency rejects all the Bids under rule 35, it may proceed with the process of fresh Bidding but before doing that it shall assess the reasons for rejection and may, if necessary, revise specifications, evaluation criteria or any other condition for Bidders.

2.6.8. Corrupt or Fraudulent Practices

i) The Procuring Agency requires that Bidders, Service Providers, and Service Providers observe the highest standard of ethics during the procurement and execution of contracts.

"Corrupt practices" in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009, which is as follows:
"(d) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Service Provider in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following:

i. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of *the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;*

ii. *collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;*

iii. *offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;*

iv. *any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;*

v. *obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process."*

ii) Blacklisting & Debarment:

Blacklisted Consultants and those found involved in "Corrupt Practices" are not allowed to participate in bidding.

Substantial Requirements & Procedure for Blacklisting & Debarment:

per As per S-17A of PPRA, Act, 2009:

"***17A. Blacklisting**. – (1) A procuring agency may, for a specified period and in the prescribed manner, debar a bidder or Service Provider from participating in any public procurement process of the procuring agency, if the bidder or Service Provider indulges in corrupt practice or any other prescribed practice.*

(2) *The Managing Director may, in the prescribed manner, debar a bidder or Service Provider from participating in any public procurement process of all or some of the procuring agencies for a specified period.*

(3) *Any person, aggrieved from a decision of a procuring agency, may within prescribed period prefer a representation before the Managing Director.*

(4) *A procuring agency or any other person, aggrieved from a decision of the Managing Director, may within prescribed period prefer a representation before the Chairperson whose decision on such representation shall be final.]*

As per rule 21 of PPR-14:

***21. Blacklisting**. –(1) A procuring agency may, for a specified period, debar a bidder or Service Provider from participating in any* *public procurement process of the procuring agency, if the bidder or Service Provider has:*

(a) acted in a manner detrimental to the public interest or good practices;

(b) consistently failed to perform his obligation under the Contract;

(c) not performed the Contract up to the mark; or

(d) indulged in any corrupt practice.

(2) If a procuring agency debars a bidder or Service Provider under sub-rule (1), the procuring agency:

(a) shall forward the decision to the Authority for publication on the website of the Authority; and

(b) may request the Authority to debar the bidder or Service Provider for procurement of all procuring agencies.

(3) The Managing Director may debar a bidder or Service Provider of any procuring agency from participating in any public procurement process of all or some of the procuring agencies for such period as the Managing Director may determine.

(4) Any person aggrieved by a declaration made under rule 20 or a decision under sub-rule (1) of this rule may, within thirty days from the date of the publication of the information on the website of the Authority, file a representation before the Managing Director and the Managing Director may pass such order on the representation as he may deem fit.

(5) Any person or procuring agency aggrieved by an order under sub-rule (3) or (4) may, within thirty days of the order, file a representation before the Chairperson and the Chairperson may pass such order on the representation as he may deem appropriate.

(6) The mechanism or process for barring a bidder or Service Provider from participating in procurement process of a procuring agency, procuring agencies and a representation under this rule is specified in the Schedule appended to these rules.

As per Schedule appended with PPR-14:

SCHEDULE

see sub-rule (6) of rule 21

BLACKLISTING MECHANISM OR PROCESS

1. *The procuring agency may, on information received from any resource, issue show cause notice to a bidder or Service Provider.*
2. *The show cause notice shall contain:*
   - *(a) precise allegation, against the bidder or Service Provider;*
   - *(b) the maximum period for which the procuring agency proposes to debar the bidder or Service Provider from participating in any public procurement of the procuring agency; and*
   - *(c) the statement, if needed, about the intention of the procuring agency to make a request to the Authority for debarring the bidder or Service Provider from*

participating in public procurements of all the procuring agencies.

3. *The procuring agency shall give minimum of seven days to the bidder or Service Provider for submission of written reply of the show cause notice.*
4. *In case, the bidder or Service Provider fails to submit written reply within the requisite time, the procuring agency may issue notice for personal hearing to the bidder or Service Provider/ authorize representative of the bidder or Service Provider and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed.*
5. *In case the bidder or Service Provider submits written reply of the show cause notice, the procuring agency may decide to file the matter or direct issuance of a notice to the bidder or Service Provider for personal hearing.*
6. *The procuring agency shall give minimum of seven days to the bidder or Service Provider for appearance before the specified officer of the procuring agency for personal hearing.*
7. *The procuring agency shall decide the matter on the basis of the available record and personal hearing of the bidder or Service Provider, if availed.*
8. *The procuring agency shall decide the matter within fifteen days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing.*
9. *The procuring agency shall communicate to the bidder or Service Provider the order of debarring the bidder or Service Provider from participating in any public procurement with a statement that the bidder or Service Provider may, within thirty days, prefer a representation against the order before the Managing Director of the Authority.*
10. *The procuring agency shall, as soon as possible, communicate the order of blacklisting to the Authority with the request to upload the information on its website.*
11. *If the procuring agency wants the Authority to debar the bidder or Service Provider from participating in any public procurement of all procuring agencies, the procuring agency shall specify reasons for such dispensation.*
12. *The Authority shall immediately publish the information and decision of blacklisting on its website.*
13. *In case of request of a procuring agency under para 11 or representation of any aggrieved person under rule 21, the Managing Director shall issue a notice for personal hearing to the parties and call for record of proceedings of blacklisting. The parties may file written statements and documents in support of their contentions.*
14. *In case of representation of any aggrieved person or procuring agency under rule 21, the Chairperson shall issue a notice for personal hearing to the parties and may call for the record of the proceedings. The parties may file written statements and documents in support of their contentions.*
15. *In every order of blacklisting under rule 21, the procuring agency*

shall record reasons of blacklisting and also reasons for short, long or medium period of blacklisting.

16. *The Authority shall upload all the decisions under rule 21, available with it, on its website. But the name of a bidder or Service Provider shall immediately be removed from the list of blacklisted persons on expiry of period of blacklisting or order of the competent authority to that effect, whichever is earlier.*

17. *An effort shall be made for electronic communication of all the notices and other documents pursuant to this mechanism or process."*

iii) Furthermore, Bidders must keep themselves aware of the provision stated in clause 5.4 and clause 24.1 of the General Conditions of Contract.

Section-III.
Scope of Services/ Technical Specifications

3.1. Overview and Estimated Inventory

There are 27 MBS Stations along with 27 Km long Corridor and PMA office command and control center. Service provider will provide preventive and corrective maintenance for complete Electrical System and EQUIPMENTincluding supply of EQUIPMENTand part(s). The estimated equipment inventory on each station is tabulated below separately for at-grade, elevated Metrobus station and command and control center of PMA office.

The inventories of each category of Metrobus Station are tabulated below:

Estimated Inventory at each At-Grade station of MBS	Estimated Quantity
Station Lights	88
Station Fans	39
LT Distribution Panels	09
Transformer (checking of LT, HT connections, fuse , oil level and important checks)	1
LT, HT Cables / Wiring/Conduits (As per installed at site)	-
Earthing System (Pits and connections) for Generator, Station structure, Pedestrian Bridge, Escalators, LT Panels, Transformer.	-
Earthing Pits	10
Rod type earthing for LT panels	09
Earthing connections	28
Air Conditioners in Data Cabin	02

Table 3.1 (a)

Estimated Inventory at each Elevated station of MBS	Estimated Quantity
Station Lights	270
Station Fans	31
LT Distribution Panels	16
Transformer (checking of LT, HT connections, fuse , oil level and important checks)	01
LT, HT Cables/Wiring/Conduits (As per Instllaed at Site.)	-
Earthing System (Pits and connections) for Generator, Station structure, Pedestrian Bridge, Escalators, LT Panels, Transformer.	-
Earthing Pits	10

Rod type earthing for LT panels	16
Earthing connections	28
Air Conditioners in Data Cabin	02

Table 3.1 (b)

Sr.No	**Estimated Inventory of Solar Energy System at Each Station**	**No**
1	PV Inverter IP-65 (ongrid) 125KW	01
2	PV Module/Solar Panel 715Watt, N- type, Bifacial HJT Half-cell double glass, Tier-01, A-Grade	176
3	Solar – Diesel Integration Controller Generator (DGP Controller) Compatible with Solar Inverter installed, Fit for Purpose, complete in all respects	01
4	Zero Export Device (ZED) compatible with existing installation, Fit for Purpose, complete in all respects	01
5	MCCB Circuit Breaker 04-Pole (320 Amp)	01
6	AC Surge Protection Device (SPD) Triple Pole (80KA)	01
7	DC Fuse, 1000 VDC, 30 Amp, Single Pole	24
8	Earthing System	02
9	Lightening Arrestor System including Earthing	01
10	DB Box for DC Connectivity (IP65)	01
11	DB Box for AC Connectivity (IP-65)	01
12	Elevated Iron/Steel Structure for PV panels mounting Complete	01
13	Cable Tray with cabling complete	01
14	Local Monitoring System	01
15	Inverter Room	01
16	Exhaust Fans	02

Table 3.1 (c)

Sr.No	**PMA office Command and Control Center**	**No**
1	UPS 40 / 30 KVA including batteries	4
2	LT distribution panels	2
3	Floor socket outlets	16
4	Cabling from Panel to floor Socket outlet as installed at PMA Office	

Table 3.1(d)

3.2 Scope of Services

The Service Provider/Successful Bidder shall:

i. Maintain in all respect Electrical Power Distribution System, including but not limited to HT D-Link Assembly, HT Armored XLPE 3-Core Cable, HT Cable Joints/Termination Kits, Transformers, Transformer Fuse, LESCO Energy Meter Panel, station fans, Inverter Air conditioners, LED station lights, station wiring/cabling, Generator area cabling, trenches, ducts, cable trays, Underground cabling/conduits, three phase LT distribution panels, Circuit breakers, Relays, Timers, Magnetic contactors, earthing connections/earth pits, cable laying arrangements such as trays, trenches, clamps, conduits, pipes, manholes and allied components, etc.

ii. Provide preventive / routine maintenance and corrective / forced maintenance for electrical power distribution system equipment for all 27 MBS stations as per maintenance schedule. The service provider shall submit the detailed report of all faulty, damaged, theft, stolen or missing parts/EQUIPMENTof all LMBS stations and corridor to the Client within 15 days from the start of the contract. Prepare and submit schedule for preventive/corrective maintenance to the Client for approval before the start of maintenance. The schedule shall also include team list and work plan.

iii. Penalties on non-performance related to a particular station or particular stretch of the corridor shall not be imposed during the first months of contract duration, in order to allow reasonable time to complete first preventive and corrective maintenance of all stations and stretches of LMBS. The above-mentioned time limit for the initial preventive and corrective maintenance for each station and stretch may be adjusted by the Client based on the available resources and site conditions. After complete system maintenance, the service provider shall ensure the Electrical Power Distribution System in remains in a healthy working condition throughout the contract period. The service provider shall locate and rectify all faulty, damaged, theft, stolen, or missing parts / equipment within the allowable time defined in the ANNEX-C.

iv. Report all missing goods/material during maintenance at LMBS stations and corridor.

v. Provide laboratory test reports for verification of technical specifications of goods/materials if required by Client. The testing laboratory will be PCSIR or any other lab/testing institute recommended by the Client.

vi. The service provider will use ITMIS software to record downtime for complaint resolution of tickets and/or any other equivalent method if required by the Client.

vii. Locate and rectify all emergency faults occurring in the Electrical Power Distribution System, including but not limited to short circuits, open circuits and earth faults etc. The service provider shall repair the faulty equipment. If the repair of faulty equipment is not possible, then service provider shall submit an undertaking to the Client, detailing the reason for each item that cannot be repaired. Upon verification, the Client shall issue a Purchase / Work Order for the replacement of faulty equipment. Furthermore, any faulty part/equipment replaced by the Service Provider shall be taken away from the station only after prior approval from the Client. The Service Provider shall pay the Client for such removed items as per the agreed rates defined in the Scrap Table for Goods. Additionally, any faulty part/equipment not included in the Scrap Table for Goods shall be transported and delivered to the designated Client's store by the Service Provider at its own cost.

viii. The Service Provider shall be responsible for the Operation and Maintenance (O&M) of the solar photovoltaic (PV) system installed at Lahore Metro Bus Service (LMBS) Stations, and any additional solar systems commissioned at other LMBS stations during the term of the contract following a formal intimation from the Client.

ix. The Service Provider shall provide a complete inventory list of all lights, fans, and electrical distribution panels, solar energy system and other equipment installed at each station/corridor after complete maintenance of each station.

x. The Service Provider will be responsible for maintaining an up-to-date inventory of all electrical assets at LMBS stations. Conduct scheduled surveys/inspections to assess the physical condition and operational/non-operational status of these assets. Report any faults, damages, or safety hazards to the Client through formal documentation and logs, as part of periodic reporting duties.

xi. An initial verified and signed inventory, duly endorsed by both the Service Provider and the Security Services Provider, shall be submitted within one (01) month of mobilization. Thereafter, updated inventory records shall be submitted on a monthly basis according to a predefined schedule. The Service Provider shall share the monthly inventory update schedule with the Employer within fifteen (15) days of mobilization and adhere to it throughout the contract period. Each submission must include both soft editable copies (e.g., Excel or Word format) and scanned signed copies (PDF). The Service Provider's staff will be mobilized on a daily basis and shall ensure accurate monthly record-keeping of the asset inventory. These records shall be made available promptly upon request by the Employer or authorized representative.

xii. While the Operations and Maintenance (O&M) of corridor pole lights and under-bridge lights does not fall under the direct maintenance responsibilities of the Electrical O&M Service Provider, but these assets is included in the scope of services to the extent of the inventory management, condition reporting only

xiii. The Service Provider shall identify, mark, and tag all replaced or existing items, equipment, and/ earthing pits as per directions provided by the Client.

xiv. Obtaining any No Objection Certificates (NOCs), permissions, or approvals required from LESCO, Parks and Horticulture Authority (PHA), Lahore Development Authority (LDA), or any other concerned department for execution of any works shall be the sole responsibility of the Service Provider. However, the Client may provide necessary facilitation, if required.

xv. All issues related to LESCO energy meters, including but not limited to the replacement of faulty meters, rectification of billing discrepancies, correction of meter readings, and coordination with LESCO for any related matters, shall fall under the scope of the Service Provider. The Service Provider shall ensure timely resolution of all such issues.

xvi. All corrective and preventive maintenance, including installation, testing, commissioning and maintenance of equipment and parts, where required, shall be carried out by the Service Provider through the workforce to be provided by the Service Provider as specified in Clause 3.2.3

xvii. The supply of equipment and parts, as well as certain special services included in the Price Table, shall be handled in accordance with Clause 3.2.2.

3.2.2 **SUPPLY OF EQUIPMENT/ PART(S) REQUIRED FOR PREVENTIVE AND CORRECTIVE MAINTENANCE**

These services shall include the supply of EQUIPMENT/ part(s) limited to the items mentioned in the Price Table. Such items will be supplied if and when required, after the issuance of a Work Order from the Client, clearly stating the Price Table Items to be executed, quantity, prices, and execution time.

The Service Provider / Successful Bidder shall: -

i. Ensure that all replaced equipment / parts should meet the specifications mentioned in price table. Where specifications of equipment / parts are not mentioned in the price table, the Service Provider shall ensure that the specifications, design, rating, and quality of the replaced equipment/parts meet or exceed those of the equipment/parts already installed in the system.

ii. Ensure that all replacement parts required under this contract are genuine, brand new, non-refurbished, un-altered in any way, and of the most recent or current model. Furthermore, the Service Provider shall also ensure that all replacement parts have no defects arising from design, materials, workmanship or from any act or omission of the Service Provider that may develop under normal use of the supplied goods. Non-compliance to this clause may result in deductions in payments of relevant items as per Client's decision. The Service Provider shall provide a certificate of authenticity for all replaced parts, confirming they are genuine, from the dealer of the goods, where required by the Client.

iii. Provide warranty of the replaced parts, as per the Client's requirements, and be responsible for any manufacturing defects that may arise in the installed systems during warranty period, at the Service Providers own cost. The warranty period for each item shall be as specified in the price table.

iv. Service Provider will identify and report any new spare parts required for resolving faults before issuance of a Work Order. The defect liability period for work done against each work order will be the warranty period (by the manufacturer / supplier) or (06) six months, whichever is later. Ten percent (10%) of the amount from each Work Order will be withheld during the defect liability period.

v. Service Provider shall coordinate with the installation Service Provider or OEM for any defects or failures covered under the warranty period of the Solar PV System. PMA shall facilitate communication where required, but overall follow-up and timely execution of warranty remedies shall rest with the Service Provider.

vi. The estimated quantity of goods/items of the Price Table may be changed based on-site condition during execution of maintenance works.

3.2.3 <u>SERVICES REQUIRED FOR PREVENTIVE AND CORRECTIVE MAINTENANCE</u>

These services shall include repair / restoration (excluding supply of EQUIPMENT/ parts(s)), installation, testing, commissioning, inspection, monitoring and maintenance of all equipment for complete electrical power distribution system as per schedule provided by the Client, including but not limited to following:

CABLES AND CONDUITS

i. Installation, maintenance, inspection, jointing, testing, laying, proper hanging, pulling, termination, tagging/marking, dismantling, erection and commissioning of LT/HT/Earth cables with cable glands and lugs pulled in pre-laid PVC conduits, surface mounted/underground/surface of wall or cable trays or laid direct. This includes all installation and operational accessories, labor, tools etc. required for proper completion of work, as per specifications, drawings, or as directed by the Client/Engineer.

ii. Installation, maintenance, inspection, jointing, testing, laying, hanging, jointing, tagging/marking, dismantling and commissioning of U-PVC/G.I/G.I flexible/MS pipes/conduits with complete clamping and hanging arrangements. This includes all accessories (MS Pull Box, MS Inspections Box, MS saddle bends, saddles, nut, bolt, washers, welding of sockets, nipples and check nuts) for underground/ at surface/horizontal /vertical runs/road crossings/ flyovers and the laying of multi-core cable along walls/structures, trenches, floor, etc. of Metrobus stations.

iii. Maintenance of (3-phase/1- Phase) electric supply underground/ over ground wiring/cabling circuits, pipes/conduits (end-to-end connections) starting from the main WAPDA pole D to the supply connection endpoint of all station appliances/goods/equipment/electrical distribution panels, such as Lights, Fans, Escalators, PSDs, Washrooms, Ticketing Booths, Data Cabin and Main Distribution Board. All maintenance work on HT line shall be carried out in coordination with the LESCO/WAPDA. Checking and cleaning of dust from Transformer HT/LT connections shall also be performed. Wiring connections, load balancing, and load per phase will be done according to Client's instructions.

iv. Perform Insulation Resistance Tests and Continuity Test for cables at LMBS stations /corridor as and when required by the Client.

v. Perform regular maintenance and checks for underground/overground cabling, wiring, and conduits between Turnstiles, TVMs, and Data Cabin, and Ticketing Booths.

vi. Perform minor civil works to locate underground HT/LT faults, edges/clear of manholes, maintain Generator area cable trenches and install underground cable/conduit as required. All such works shall be carried out by the Service Provider.

vii. Coordinate with Lahore Electric Supply Company (L.E.S.C.O) to locate and rectify faults such as under–voltage, over-voltage, transformer checking and connect/disconnect 11KV supply as required.

viii. Perform checking, verification, connection, / and disconnection of 11KV pole connections, transformer fuse/isolating rods, and links with the consent of relevant LESCO office.

ix. Immediately lodge a complaint with LESCO if main/grid electric power supply is unavailable at LMBS stations. Coordinate with LESCO officials to resolve all types of HT and LT faults.

x. Rectify all wiring faults like short circuit, phase sequence error, open circuit, leakage current, improper earthing and earth fault current at LMBS stations.

ELECTRICAL DISTRIBUTION PANELS

xi. Installation, maintenance, Inspection, testing, fixing, tagging/marking, dismantling and commissioning of all components of electrical distribution panels, including but not limited to Circuit Breakers, Magnetic Contactors, Timers, Relays, Panel light with Limit Switch, Push button, Line up connectors and PVC connectors.

xii. Maintenance for each electrical distribution panel shall include cleaning the inside of panels, proper tagging/marking of each connection/component, checking/fixing of panel grouting, and inspection and verification of complete operating mechanism/connection/continuity for each panel component (Circuit breaker, Magnetic Contactors, Timers, Relays, Push button, Panel light with Limit Switch, Line-up Connectors with End Stopper, PVC connectors).

EARTHING SYSTEM

xiii. Provide complete maintenance service for Earthing System installed for protection of station Structure/ Generators/ Escalators/ Transformers/ Generator area electrical panels, as per Log Sheet/Format provided by the Client.

xiv. Maintenance for each earth pit shall include:

- Checking of earth connection/continuity from the equipment end to the earth pit end.
- Fixing of earth plates where required.
- Measuring of earth resistance using a standard calibrated earth resistance test meter.
- Proper cleaning of earth pit.

- Perform minor civil works to restore or repair the manhole structure for secure fixing of manhole cover.

- Fixing of lid and proper tagging/marking of each earth pit and associated components.

- Maintaining the required standard earth resistance values by ensuring adequate moisture levels deep inside the earth pit.

FANS AND AIR CONDITIONING UNITS

xv. Installation, maintenance, testing, checking, fixing/fitting of fans and their spare parts/components, including tagging/marking, shifting, dismantling, internal and external cleaning of parts, greasing, shaft alignment of each station fan (Circomatic fans, wall bracket fans/mega bracket fans, exhaust fans) as per format provided by the Client.

xvi. Checking and verification of fan copper winding and fan rotation, including the provision and fixing of all missing parts/accessories like nuts, bolts, and gears excluding items mentioned in the price table.

xvii. Preventive and Corrective maintenance of Air conditioning units installed in Data Cabins as per the maintenance schedule provided by the Client.

STATION LIGHTS

xviii. Installation, maintenance, checking, testing, fixing, tagging/marking, shifting, dismantling, proper supply connections, terminations and internal/external cleaning for each station light as per attached format.

xix. Check and verify lights by providing and fixing of all missing parts/accessories, such as nuts and bolts, excluding items mentioned in price table for Goods/Material.

SOLAR PHOTOVOLTAIC (PV) SYSTEM

xx. A Solar PV System is installed at Qaddafi Station. The Service Provider shall be responsible for the operation and maintenance of the Solar PV System throughout the Contract period including cleaning of PV Modules /Solar plates on monthly basis. The Service Provider shall ensure the efficient operation, preventive maintenance, and corrective maintenance of the system as per the requirements of this Contract.

xxi. During the tenure of the contract, if Solar PV Systems are installed at any other LMBS stations, their operation and maintenance including cleaning of PV Modules / solar plates on monthly basis shall also fall under the scope of the Electrical O&M Service Provider. Such inclusion shall be effective upon written notification from PMA after the commissioning of the respective systems. All terms and responsibilities as defined for the Qaddafi Station system shall apply identically to future installations

xxii. The Service Provider's responsibilities shall include, but not be limited to preventive and corrective maintenance of the solar PV system as per OEM's recommendations, performance monitoring, fault identification, and rectification, coordination for warranty claims with the original installation Service Provider or equipment manufacturer during the warranty period. Maintenance of records including system performance logs, maintenance schedules, and warranty documentation. Routine cleaning and visual inspection of PV Modules.

xxiii. Operation and Maintenance of all system component include, but not limited to the PV inverter with data logger and mounting structure, solar/PV panels including mounting structure, genset auto synchronization hybrid genset controller/solar-diesel integration controller (DGP Controller), Genset synchronizing PLC, LESCO's bidirectional energy meter, AC distribution box, DC, distribution box, Zero Export Device (ZED), Internet and Ethernet communication system, Export Power Management (EPM), MC4 connectors, CTs, fuses, MCCB circuit breakers, MCB circuit breakers, couplings, junction boxes, DC wires, AC wires, earthing wires, AC and DC earthing systems, Lightening arrestor system, energy monitoring system including LCD/LED and energy monitoring device, cable trays, conduits, flexible pipes, Inverter Room complete including civil structure, air ventilation system, etc.

xxiv. The Service Provider shall ensure the availability of qualified technical personnel trained in the operation, maintenance, and troubleshooting of solar PV systems. All tools, equipment, and safety protocols required for solar PV O&M and cleaning of PV modules / solar plates shall be arranged and maintained by the Service Provider at their own cost.

TRANSFORMER

xxv. Perform corrective and preventive maintenance of all transformers as per the attached maintenance report. It includes, but not limited to, testing and checking of transformer oil, dehydration, oil gauges, temperature gauges, bushes, windings, fuse, maintaining oil at the recommended level, addressing issues such as doors issues, rusting, hinges, locks, open holes, missing glands, removal/ rectification of leakages, cable terminations, and any other necessary works required.

COMMAND AND CONTROL UPS AND LT PANEL

xxvi. Maintenance, checking, testing, fixing, tagging/marking, shifting, dismantling, proper supply connections, termination, internal/external cleaning of UPS, LT distribution panel and supply points up to floor sockets outlets at PMA office.

Section-IV

4.1. Bid Data Sheet

The following specific data for the required services shall complement, supplement, or amend under the provisions provided in the Instructions to Bidders / Service Providers (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

A. Introduction		
BDS Clause Number	**ITB Number**	**Amendments of, and Supplements to, Clauses in the Instruction to Bidders / Service Providers**
1.	**2.1.1**	**Name of the Procuring Agency:** **PUNJAB MASSTRANSIT AUTHORITY (PMA)**
2.	**2.1.2**	**Financial year: 2026-27** **Name and identification number of the Contract: Supply / Installation / Replacement / Maintenance of Electrical System / Solar PV System / Equipment from Shahdra to Gajju Matta at Designated Places in Lahore Metrobus System** **Tender No: PMA/LMBS/26/01**
3.	**2.1.3 (iv)**	Joint Ventures, Consortium, or Associations are strictly non-permissible for this Contract
B. Bidding Documents		
4.	**2.2.1**	**Any request for clarification regarding the Bidding Documents shall be submitted through the Punjab e-Procurement System seven (07) days prior to deadline for submission of bids.**
5.	**2.2.2**	**Pre-bid meeting shall take place at following date, time and place:** **Date: September 15, 2026** **Time: 1400 Hrs.** **Venue: Office of Punjab Masstransit Authority 5th Floor, Arfa Software Technology Park (ASTP) 346-B, Main Ferozepur Road, Lahore.** **Contact # 03056585378**
6.	**2.2.3**	All the interested bidders are directed to apply through Punjab e-Procurement System online **https://ep.punjab.gov.pk/** as per procedure laid down in the Rules/Regulations of PPRA.

		SINGLE STAGE TWO ENVELOPE- **Note:** No hard copy required.
C. Bid Price, Currency, Language and Country of Origin		
7.	**2.3.1**	Language of the bid – **English** All correspondence exchange shall be in **English** language.
8.	**2.3.2**	Price adjustment is **allowed**
9.	**2.3.3**	The price shall be in **Pak Rupees**
D. Preparation and Submission of Bids		
10.		**EVALUATION CRITERIA:** **Eligibility Criteria: (Mandatory Requirements):** To be declared the **Lowest Evaluated Bidder**, the bidder must: 1. Fulfill all the **Mandatory Requirements**; 2. Pass the **Evaluation Criteria;** and 3. Offer the **Lowest Financial Rates.** The bidder has to fulfil all **Mandatory Requirements** (Table 01) & **Evaluation Criteria** (Table 02) detailed below, in order to **Technically Qualify** for the second stage of procurement i.e., **Financial Bid opening.** The bidder is required to provide **documentary evidence** for each mandatory requirement as part of their submission:

Table 01: Mandatory Requirements

Sr. #	Description	Yes/No
1.	**Legal Status of the bidder(s)** (Signed & stamped) i.e., Must be registered as Sole Proprietor/AOP/SECP firm.	
2.	Registration of the Bidder with PEC in at least C3 category with code of specialization related to Electrical Works.	
3.	Copy of Valid Income Tax Registration (NTN) with active status	
4.	Copy of Valid General Sales Tax/Punjab Sales Tax (GST/PST) [Whichever is applicable] with active status	

		5.	Bid Security on Punjab e-Procurement System	
		6.	Affidavit (Signed & stamped) **[Form 8.6]** on E-stamp paper of PKR. 300/-.	
		7.	Attached fully complied & verified audited financial Statements and Tax Returns of last three years.	
		8.	**Bank Statements:** Submission of official bank account statements covering the last three (03) consecutive years.	
		9.	**Relevant Experience:** Applicant must have executed at least one framework contract (as per Punjab PPRA 2014) of minimum 100 million in last five years in any Govt / Semi Govt. institute /Authority. Proof of agreement to be attached.	
		10.	**Joint Venture:** Joint Venture Not Allowed	

Note: The bidder will not be evaluated further, if could not qualify the mandatory requirements.

Table 02: Evaluation Criteria				
Sr. no.	Description	Max Points	Details of points	Evidence Required
A	**ORGANIZATIONAL PROFILE**			
1	Years of operations (From registration with SECP/PEC)	10	• One (01) mark for each year of experience • Maximum marks may be awarded, if the firm has 10 years or more experience. (No Marks shall be awarded if firm has less than 5 years of experience)	• SECP/AOP/Sole Proprietorship registration certificate and completion certificates or any kind of proof of years of experience.
	Sub-total	**10**		
B	**EXPERIENCE RECORD**			
1	Total worth of the projects in PKR millions, of similar nature i.e. Electrical/Mechanical Works, completed in last 05 Years	15	• Each project equal to or greater than PKR 80 million: 10 Points • Each project equal to or greater than PKR 50 million and less than PKR 80 million: 05 Points • Maximum points will be awarded if the firm has two (02) or more projects in the PKR 80 million category.	• Form 8.4 part (b) mentioning each Project details to establish total worth of the project. Use additional forms in case projects are more than 1. • Completion Certificate/ Work Order of projects must be attached issued by executing agency, provided, in case of failure to comply with foregoing condition

			• Maximum points will be awarded if the firm has three (03) or more projects in the PKR 50 million to less than PKR 80 million category. • Projects less than PKR 50 million: 0 Points	project shall not be considered for evaluation.
2	General Work Experience	15	• Three 03 mark for each project/ assignment • Maximum marks may be awarded, if the firm has 5 projects/assignments or more.	• Form 8.4 part (b) mentioning each Project details. Use additional forms in case projects are more than 1. • Completion Certificate of projects must be attached issued by executing agency, provided, in case of failure to comply with foregoing condition project shall not be considered for evaluation.
	Sub-total:	**30**		
C	**PERSONNEL CAPABILITIES**			
1	Number of Graduate Electrical Engineers	10	• Two or more Engineers: **10 Points** • Less than 2: **0 Points**	• Form 8.4 part (c) mentioning each Engineer details. Use additional forms if required. • Valid PEC registration of each Engineer. • Appointment Letter from the firm against each Engineer. • Firm shall provide proof that Engineer is working with firm on e-Stamp paper worth PKR 300/-
2	Years of relevant experience of Graduate Electrical Engineers (Lead Engineer)	4	• More than 5 Years: **4 Points** • Less than 5 years: **0 Points**	• Detail CV of each Engineer showing qualification and complete experience.
3	Number of Diploma holders (DAE / B. Tech) Electrical/Electronics/Mechanical in Employment of the Firm	8	• 4 or more Electrical Diploma Holders: **8 Points** (Each Person 2 Points) • Less than 2: **0 Points**	• Form 8.4 part (c) mentioning each Diploma Holder details. Use additional forms if required. • Appointment Letter from the firm against each Engineer. • Firm shall provide proof that Diploma Holder is working with firm on e-Stamp paper worth PKR 300/-
4	Years of relevant experience of Diploma holder (DAE / B. Tech)	3	• Three or more years: **3 Points**	• Detail CV of each Engineer showing

	Electrical (Lead Supervisor).		• Less than three years: **0 Points**	qualification and complete experience. • Firm shall provide proof that Diploma Holder is working with firm on e-Stamp paper worth PKR 300/-
	Sub-total:	**25**		
D	**FINANCIAL SOUNDNESS**			
1	Average Annual Turnover in millions for last 3 years	25	• Greater than PKR 90 million= 25 Points • More than PKR 70 Million and less than PKR 90 million= 20 Points • More than PKR 60 million and less than or equal to PKR 70 million= 15 Points • Equal to PKR 50 million and up to PKR 60 million= 10 Points • Less than PKR 50 million= 0 Points	Copy of Tax Returns and Audited Financial Statements for the last three years. The financial statements must include: - 1. Income Statement 2. Balance Sheet 3. Statement of Cash Flows
	Sub-Total	**25**		
E	**EQUIPMENT**			
1	Welding Plant	10	0.5 Marks for each equipment will be awarded.	Firm will provide valid proof, Book of Registration /or rent agreement, in case of failure no mark will be given.
2	Megger Insulation and Digital Earth Tester			
3	PPEs (Helmet, Safety Shoes, Gloves)			
4	Transformer Oil Dehydration plant			
5	Bucket Crane (up to 20-meter height)			
6	Harness			
7	Arc Flash Suit			
8	Generator			
9	Thimble Presser used Cable Size (2.5 - 150mm)			
10	Electric Drill Machine			
11	Digital Multimeter/ Clamp Meter			
12	Extension Board (Length >=150 Mtr)			
13	Electrical Tool Kit			
14	Bucket Truck (up to 20 Meter Height)			

15	Cable Jointer			
16	Angle Grinder			
17	Impact Driver			
18	Vacuum Cleaner/Air Blower			
19	Temperature/Heat Tester			
20	Fire Extinguisher			
	Sub-Total	**10**		
	Total	**100**		

Note: The bidder must obtain **minimum 50% score** in each of the above criterion and minimum **65 out of 100 marks cumulatively**, in order to technically qualify for the tender.

•Applicant must provide all the required documents as evidence against each evaluation criteria

Failure to meet **at least one** of the above requirements and not providing the necessary supporting documents may result in **disqualification** from the bidding process. Ensure that all documentation is accurate, complete, and submitted before the deadline.

11.	**2.4.1**	All the interested bidders are directed to apply through Punjab e-Procurement System online https://ep.punjab.gov.pk/ as per procedure laid down in the Rules/Regulations of PPRA.
12.	**2.4.2**	Deadline for Submission of bid not later than: Date: 25th September 2026 Time: 1400 Hrs. However, in case of said bid opening/ closing date, the office is closed due to public holiday etc. the next working day shall be considered as the bid opening date and there would be no change in the time as provided above.
13.	**2.4.3**	**Time, Date, and Place** for **Bid Opening:** Date: 25th September 2026 Time: 1430 Hrs. Place: PMA Office.

14.	**2.4.4**	**Amount of Performance Guarantee: 10%** of the Awarded Contract Value. **Performance Guarantee** must be submitted **in favor of "MASSTRANSIT AUTHORITY NON-FARE REVENUE (NFR) FUND ACCOUNT"** on Punjab e-Procurement System (Linked with BOP) electronically in the manner prescribed by Punjab e-Procurement System. No physical financial instrument will be accepted.
15.	**2.4.5**	**Amount of Bid Security:** Bid Security is **PKR. 2,000,000/-.**. **Estimated Cost: PKR 95,175,390/-** [inclusive of all Taxes and duties levied by Government except GST & PRA which shall be added by the Client over and above the offered amount] The estimated cost includes Services Component and Parts/ Equipment Component for a period of **24 months.** The total quoted value for the Services Component shall not exceed Thirty percent (30%) of the total estimated cost Bid Security must be submitted **in favor of "MASSTRANSIT AUTHORITY NON-FARE REVENUE (NFR) FUND ACCOUNT"** on Punjab e-Procurement System (Linked with BOP) electronically in the manner prescribed by Punjab e-Procurement System. No physical financial instrument will be accepted.
16.	**2.4.6**	Bid validity period after opening of the Bid is: **180 Days**
E. Opening and Evaluation of Bids		
17.	**2.5.1**	The Bid Opening shall take place at: Punjab e-Procurement System online https://ep.punjab.gov.pk/ as per procedure laid down in the Rules/Regulations of PPRA.
18.	**2.5.2**	The currency that shall be used for Bid evaluation and comparison purposes to convert all Bid prices expressed in various currencies is: Pak Rupees
19.	**2.5.3**	The Contract shall be signed for a period of **(02) years** under Framework arrangement. The Procuring Agency/ competent authority reserve the right, at its sole discretion, to extend the duration of the Contract for an additional period of up to two (2) years.
20.	**2.5.4**	**Payment Mechanism**: Payment shall be made against invoice and satisfactory note issued by PMA/Authorized representative of PMA.

Note:

1. The submission of a bid, along with the bidding documents, shall be considered as the bidder's agreement to all terms and conditions outlined in the bidding document.
2. Original CNIC, in case the owner of the firm/company and the valid authorization letter & CNIC from the Bidders / Service Providers to its representative is required in order to attend the pre-bid or bid opening meeting on Bidders / Service Providers / behalf.
3. Supporting Evidence shall be provided for each criterion (where applicable/ required)
4. PMA has right to delete / add / review / any terms and condition or item / quantity or scope of work at its own level at any time in accordance with applicable laws and call/require the sample(s) offered by the Bidders / Service Providers(s) for its inspection and confirmation at any time.
5. Quantities mentioned in the financial schedule are purely tentative for evaluation purposes only, and the procuring agency reserves the right to issue Call-off Orders with varying quantities as per requirement.

Section-V: General Conditions of Contract

1. Definitions

1.1. In this Contract, the following terms shall be interpreted as indicated:

(a) "The Contract" means the agreement entered into between the Procuring Agency and the Service Provider, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

(b) "The Contract Price" means the price payable to the Service Provider under the Contract for the full and proper performance of its contractual obligations.

(c) "The Goods" means all of the equipment, machinery, and/or other materials which the Service Provider is required to supply to the Procuring Agency under the Contract.

(d) "The Services" means those services {detail to be provided by the Procuring Agency as per its requirements} and other such obligations of the Service Provider covered under the Contract.

(e) "GCC" means the General Conditions of Contract contained in this section.

(f) "SCC" means the Special Conditions of Contract.

(g) "The Procuring Agency" means the organization purchasing the Services, as named in SCC.

(h) "The Procuring Agency's country" is the country named in SCC.

(i) "The Service Provider" means the Bidder or firm supplying the Services under this Contract.

(j) "The Project Site," where applicable, means the place or places named in SCC.

(k) "Day" means calendar day.

2. Application

2.1. These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

3. Country of Origin *[where applicable]*	3.1. All Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules, as further elaborated in the SCC. 3.2. The origin of Goods and Services is distinct from the nationality of the Supplier. In any case, the requirements of rules 10 & 26, PPR-14, shall be followed.
4. Standards	4.1. The Services supplied under this Contract shall conform to the standards mentioned in the Technical Specifications/work plan/deputation plan.
5. Use of Contract Documents and Information ; Inspection and Audit by the procuring agency.	5.1. The Service Provider shall not, without the Procuring Agency's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Agency in connection therewith, to any person other than a person employed by the Service Provider in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance. 5.2. The Service Provider shall not, without the Procuring Agency's prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of executing the Contract. 5.3. Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Procuring Agency and shall be returned (all copies) to the Procuring Agency on completion of the Service Provider's performance under the Contract if so required by the Procuring Agency. 5.4. The Service Provider shall permit the Procuring Agency to inspect the Supplier's accounts and records relating to the performance of the Service Provider and to have them audited by auditors appointed by the donors, if so required by the donors.
6. Performance Guarantee	6.1. Within seven (07) days of receipt of the notification of Contract award, the successful Bidders shall furnish to the Procuring Agency the Performance Guarantee in the amount specified in SCC/Bid Data Sheet & clause 2.6.2 of ITB.

6.2. The proceeds of the Performance Guarantee shall be payable to the Procuring Agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

6.3. As per Rule-56 of PPR-14, the performance guarantee shall be denominated in the currency of the Contract acceptable to the Procuring Agency and shall be in one of the following forms:

(a) a bank guarantee issued by a reputable bank located in the Procuring Agency's country, in the form provided in the Bidding documents; or

(b) a Bank Guarantee, Bank call-deposit (CDR),

6.4. The performance guarantee will be discharged by the Procuring Agency and returned to the Service Provider not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

7. Incidental Services & Material

7.1. The Service Provider may be required to provide any of the incidental material if any, specified in SCC:

8. Payment

8.1. The method and conditions of payment to be made to the Service Provider under this Contract shall be specified in SCC.

8.2. The Service Provider's request(s) for payment shall be made to the Procuring Agency in writing, accompanied by an invoice describing, as appropriate, the] Services performed, and by documents submitted pursuant to GCC Clause 10, and upon fulfillment of other obligations stipulated in the Contract.

8.3. As per rule-62 of PPR-14, payments shall be made promptly by the Procuring Agency, but in no case later than thirty (30) days after submission of an invoice or claim by the Service Provider, provided the work is satisfactory subject to availability of funds.

8.4. The currency of payment is PKR.

9. Prices

9.1. Prices charged by the Service Provider for Services performed under the Contract shall not vary from the prices quoted by the Service Provider in its Bid, with the exception of any price adjustments authorized in SCC.

10. Change Orders	10.1. The Procuring Agency may at any time, by a written order given to the Service Provider pursuant to GCC Clause 23, make changes within the general scope of the Contract, only if required for the successful completion of the job. 10.2. If any such change causes an increase or decrease in the cost of, or the time required for, the Service Provider's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Procuring Agency's change order. But, in no case, the overall impact of the change should exceed 15% of the contract cost and no provisions of PPR-14 should be violated.
11. Contract Amendments	11.1. Subject to GCC Clause 10, no variation in or modification of the terms of the Contract shall be made except by the mutual consent through written amendment signed by the parties
12. Assignment	12.1. The Service Provider shall not assign the whole of contract to anybody else. However, some parts of contract or its obligations may be assigned to sub-Service Providers with the prior written approval of the procuring agency.
13. Sub-Contracts	13.1. The Service Provider shall notify the Procuring Agency in the Bid of all subcontracts to be assigned under this Contract. Such notification, in the original Bid or later, shall not relieve the Service Provider from any liability or obligation under the Contract. 13.2. Subcontracts must comply with the provisions of GCC Clause 12.
14. Delays in the Service Provider's Performance	14.1. Performance of Services shall be made by the Service Provider in accordance with the time schedule of Requirements/ /Work Plan/ Deputation Plan prescribed by the Procuring Agency in the Schedule of Requirements. 14.2. If at any time during performance of the Contract, the Supplier or its subService Provider(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Procuring Agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring Agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract. 14.3. Except as provided under GCC Clause 17, a delay by the Supplier in the performance of its delivery obligations

shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 15, unless an extension of time is agreed upon pursuant to GCC Clause 14.2 without the imposition of liquidated damages.

15. Liquidated Damages

15.1. Subject to GCC Clause 9, if the Service Provider fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to GCC Clause 16 along with other remedies available under PPR-14.

16. Termination for Default

16.1. The Procuring Agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Service Provider, may terminate this Contract in whole or in part:

(a) if the Service Provider fails to deliver any or all of the services within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring Agency pursuant to GCC Clause 14;

(b) if the Service Provider fails to perform any other obligation(s) under the Contract; or

(b) if the Service Provider, in the judgment of the Procuring Agency has engaged in corrupt practices in competing for or in executing the Contract. For the purpose of this clause, corrupt practices will be defined as per Section-2 (d) of The PPRA Act, 2009.

"Corrupt practices" in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009:

(d) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, Bidders or Service Provider in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among Bidders / Service Providers (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the Course of the exercise of his duty; it may include any of the following:

i. *coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;*
ii. *collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;*
iii. *offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;*
iv. *any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;*
v. *obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process*

16.2. In the event the Procuring Agency terminates the Contract in whole or in part, pursuant to GCC Clause 16.1 or any other clause, the Procuring Agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring Agency for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

17. Force Majeure

17.1. Notwithstanding the provisions of GCC Clauses 14, 15, and 16, the Supplier shall not be liable for forfeiture of its Performance Guarantee, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

17.2. For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring Agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes. Both, the Procuring Agency and the Supplier, may agree to exclude certain widespread conditions e.g.: epidemics, pandemics, quarantine restrictions etc. from the purview of “Force Majeure”.

17.3. If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. Any difference of opinion concerning “Force Majeure” may be decided through means given herein below.

18. Termination for Insolvency

18.1. The Procuring Agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Agency.

19. Termination for Convenience

19.1. The Procuring Agency, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring Agency’s convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

19.2. The Goods that are complete and ready for shipment (if applicable) within thirty (30) days after the Supplier’s receipt of notice of termination shall be accepted by the Procuring Agency on the Contract terms and prices. For the remaining Goods, the Procuring Agency may choose:

(a) to have any portion completed and delivered at the Contract terms and prices; and/or

(b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.

20. Resolution of Disputes	20.1. After signing the contract or issuance of purchase order, The Procuring Agency and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract. 20.2. If, after thirty (30) days from the commencement of such informal negotiations, the Procuring Agency and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed and/or arbitration as per rule 68 of PPR-14 and in accordance with Arbitration Act-1940.
21. Governing Language	21.1. The Contract shall be written in the language specified in SCC. Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.
22. Applicable Law	22.1. The Contract shall be interpreted in accordance with the laws of Punjab (Pakistan) unless otherwise specified in SCC.
23. Notices	23.1. Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by any information technology mean for the time being in use and acceptable in ordinary course of business to the other party's address specified in SCC. 23.2. A notice shall be effective when delivered or on the notice's effective date, whichever is later.
24. Taxes and Duties	24.1. Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods & Services to the Procuring Agency. In case of imposition of new taxes/duties or concession thereof after the deadlines for the submission of bids the effect thereof shall be discussed between the parties and shall be decided in accordance with applicable law by the Procuring Agency. However, in any case PMA shall not liable or responsible for any type of tax it shall be deducted from the Service Provider's payment/taxes/securities.
25. Extension in Contract period {where applicable)	25.1 Initially the contract will be for a period of ………-year approximately. However, the same may be extended by the competent authority, on the satisfactory performance by the Service Provider for further, on the same rate & TORs. Extension in the contact agreement shall be the discretion

of the procuring agency and the Service Provider has no right to claim further extension as a matter of right in the contract.

Section-VI. Special Conditions of Contract

Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

GCC 1.1 (g)—The Procuring Agency is: Punjab Masstransit Authority represented by

GCC 1.1 (i)—The Service Provider is:

2. Country's Origin (GCC Clause 3)

GCC 3.1—The Procuring Agency's Country is: Pakistan.

3. Performance Guarantee (GCC Clause 6)

Amount of Performance Guarantee, shall be: 10% of Accepted Contract Price for the period of Contract. Which shall be valid 30 days beyond the Term of the Contract. This security must be provided in the form of an unconditional, irrevocable, and non-recourse bank guarantee from a scheduled bank in Pakistan operating within Punjab, strictly following the template included in the Bidding Documents. The successful Bidder must provide the guarantee to PMA within seven (7) working days following the issuance of the Letter of Award.

4. Payment (GCC Clause 8)

(i) GCC 8.1—

1.1 The payment shall be made in Pakistani Rupees after deduction of all applicable taxes,

1.2. The Price specified in *the **price schedule*** is all-inclusive amount charged to PMA. The Service Provider shall be responsible for the payment of all taxes, duties, revised taxes/ duties/ levies etc. assessed on it in connection with this Contract.

1.3. PMA shall have the right, without prejudice to any other remedies, to suspend, withhold, or defer payment of all or any portion of any invoice if the services are deemed unsatisfactory, until such services are fully performed and accepted by the Client.

Monthly Invoice

The Service Provider shall be paid on a monthly basis against the invoice submitted for the services rendered during the previous month. Each invoice shall be accompanied by comprehensive supporting documentation as proof of service delivery and compliance with contractual requirements.

The procedure for payments to Service Provider shall be as under:

a. The Service Provider shall submit monthly Application for Payment (Invoice) to the Client; within first Ten (10) working days of the following month, The Application for Payment shall include the invoices for services and/or goods supplied by the Service Provider. The payments of goods supplied will be subject to completion of taking over process by the Client after due on-site verifications. The Application for Payment shall be accompanied by such invoices, receipts or other documentary evidence (if any) and as the Client may require; state the amount claimed; and set forth in detail, in the order of the Price Schedule,

Particulars of the Services provided, up to the date of the Application for Payment and subsequent to the period covered by the last preceding Certificate of Payment, if any.

b. The Client shall issue a Certificate of Payment, in the prescribed form, with a copy to the Service Provider, verifying the amount due, within seven (07) working days of receipt of an Application for Payment. The Client may withhold a Certificate of Payment on account of defects/shortcomings in the Application for Payment or services provided.

c. The Client shall pay the amount verified in the Certificate of Payment within twenty-one (21) working days after issuance of Certificate of Payment. Payment shall not be made in advance.

Payments shall only be processed after **verification and validation** of the claimed services and supporting documentation by PMA's authorized representative(s) or/and an independent Third Party. Any discrepancies or incomplete documentation may result in **withholding or adjustment of payment** until resolution.

5. Prices (GCC Clause 9)

Price adjustment is applicable as follows

Services Component:

Cost paid in local currency pursuant to the rates set forth in Price Schedule shall be adjusted every 12 months (and, for the first time, with effect from the remuneration earned in the 13th calender month after the date of contract signing)by applying the following formula:

$RI = RIo \times II / IIo$

Where

Rl is the adjusted remuneration;

Rlo is the remuneration payable on the basis of the remuneration rates in local currency;

Il is the official index for salaries in the Client's country for the first month for which the adjustment is to have effect; and

Ilo is the official index for salaries in the Client's country for the month of contract signing……….

Official Index shall be Consumer Price Index (CPI) (National) – General issued by the Federal Bureau of Statistics, Government of Pakistan.

Parts / Material Component:

Actual Cost Basis: Parts / Material costs shall be payable for items utilized, substantiated by valid supporting documentation and verification.

MRS Item Adjustments: All Market Rates System (MRS) items quoted in the bid shall be adjusted in accordance with the applicable MRS rate for the specific biannual period in which the items are utilized, applying the exact rebate/premium percentage offered by the Service Provider at the time of bidding, where applicable.

Non-MRS Item Rates: Rates for all non-MRS items shall be determined based on rate analysis and must be formally approved in writing by the Authorized Representative of the PMA.

6. Liquidated Damages (GCC Clause 15)

GCC 15.1—Applicable rate:

Maximum deduction
Applicable rate shall not exceed 25% of monthly invoice, and the maximum shall not exceed ten (10) percent of the Contract Price after that Procuring Agency may proceed for the termination of contract along-with other remedies available under the Contract.

7. Resolution of Disputes (GCC Clause 20)

Dispute Resolution
i. If any dispute of any kind whatsoever shall arise between the Authority and the Service Provider in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Project etc. – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard.

ii. In case of failure of negotiation, the dispute may be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.

iii. In case of failure of mediation to resolve the dispute relating to this Contract, the dispute shall finally be resolved through Arbitration by sole arbitrator in accordance with this Contract and the Arbitration Act, 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Lahore, Pakistan and proceedings will be conducted in English language.

iv. The cost of the mediation and arbitration shall be shared by the parties in equal proportion. Both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute.

v. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the Contract.

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree.

Arbitrator's fee:
The fee shall be specified in Pak Rupees as agreed by both parties.

8. Governing Language (GCC Clause 21)

GCC 21.1—The Governing Language shall be: English

9. Applicable Law (GCC Clause 22)

GCC 22.1- The Contract shall be executed in accordance with the laws applicable in the jurisdiction of the province of Punjab.:

10. Notices (GCC Clause 23)

The addresses for notice purposes are:
Procuring Agency:
PMA Authorized Representative Address…………………………………………..with Email

Service Provider:
Service Provider Authorized Representative Address…………………………..with Email

The following is added as a new Sub-Clause 23.3 to the General Conditions:

- If the Service Provider intends to claim any extension of time, additional payment, or relief under this Contract, the Service Provider shall issue a formal notice to the Client describing the event or circumstance giving rise to the claim.
- The notice shall be delivered as soon as practicable, and in any event no later than twenty-eight (28) days after the Service Provider became aware, or reasonably should have become aware, of the event or circumstance.
  Failure by the Service Provider to provide the required notice within the strict twenty-eight (28) day time-bar period shall result in the absolute forfeiture of any entitlement to the claim, time extension, or relief.

11. Extension in Contract period (GCC Clause 26)

(a) Commencement Date: The Service Provider shall mobilize and commence the services under this Contract with effect from [Insert Exact Date, e.g., ………..] (hereinafter referred to as the "Commencement Date"), following the issuance of the

Notice to Proceed or Letter of Acceptance by the Procuring Agency.
The contract will be for an initial duration of Two (02) years commencing from the Commencement Date, unless terminated earlier in accordance with the termination provisions set forth in the General Conditions. Upon satisfactory performance and mutual written consent, the Procuring Agency may extend the Contract for an additional period of up to Two (02) years.

Section-VII. Schedule of Requirements

Schedule of Requirements Work Plan/ Deputation Plan

1. Schedule of Requirements (Deliverables & Timelines)

This table outlines all mandatory task deliverables, reporting schedules, and compliance targets across the contract lifecycle.

Sr. #	Operational Deliverables	Frequency / Target Timeline	Standard / Reference
1	**Initial Fault, Damage & Theft Audit Report**	Within **15 days** of contract start	Detailed report + complete rectification schedule
2	**Air Conditioning Dust Filter Cleaning**	**Monthly** (30 Days)	Indoor units cleaning & washing
3	**Preventive & Corrective Maintenance of Solar PV System**	**Monthly**	Cleaning, Washing, Testing, Tightness Checking, physical inspection etc
4	**Station Fan Deep Cleaning & Maintenance**	**Monthly** (30-day intervals)	Washing, greasing, shaft alignment, winding check
5	**Preventive Maintenance (PM) – LT/HT Systems**	**Monthly**	Panels, cables, conduits, trays, cable trenches
6	**Preventive Maintenance (PM) – Lighting**	**Monthly**	Station lights, pole lights, underpass/bridge floodlights
7	**Preventive Maintenance (PM) – Earthing System**	**Monthly**	Continuity check, ground resistance, lug fixing
8	**Preventive Maintenance (PM) – Split AC Units**	**Quarterly** (Every 3 months)	Complete service, gas pressure, leak test, coil washing
9	**Preventive Maintenance (PM) – Transformers**	**Annually**	Physical, tightness checks, oil testing & dehydration
10	**Inventory & Tagging Submission**	Post-maintenance of each station	Inventory list + equipment/earth pit tagging
11	**Reporting Submission (Daily, Fortnightly, Monthly)**	Per Client-defined schedules	Hard and soft copies per Annexure-E formats

SUBMISSION OF REPORTS

i. Provide maintenance reports/log sheets as per the format and timeline defined and approved by the Client. The format and timing of reports may be changed as per the Client's requirements.
ii. Submit and maintain Three (03) daily reports: i.e. daily complain log report, purchase/work order record summary report and daily Solar PV generation report in Excel format. The report should include the date, total energy generated (kWh), and any other relevant generation parameters. as per demand from the Client.
iii. Submit and maintain 07 monthly maintenance reports for each LMBS station, including reports for station fans, lights, distribution boards (DBs), air conditioners, transformers, earthing and

asset inventory in light of clause 3.2.1.12. Any other report related upon demand from the Client.

iv. In addition to above, submit 02 monthly reports for LMBS stations where Solar PV System is installed which includes Solar PV System Performance report, visual inspection & cleaning report.

v. Submit total 189 monthly reports of 27 stations, and 02 additional Solar System reports of each 27 LMBS stations and corridor, to PMA office for processing of monthly services invoice.

vi. Monthly maintenance charges will not be paid for those LMBS stations which do not have complete 07 monthly and 02 solar PV System reports.

vii. The sample report formats are attached at **Annex-A**

2. Comprehensive Work Plan & Execution Methodology

Phase 1: Mobilization & Administrative Setup (Days 01 – 15)

- **Performance Security & Permits:** Submit 10% Performance Guarantee.
- **Security Clearances:** Submit list of all personnel (CNICs, designations) and maintenance vehicle registration details to PMA for issuing Corridor/Station access passes.
- **Control Room & ITMIS Setup:** Deploy the Control Room Coordinator to establish liaison with PMA representatives and initialize logging protocols on the **ITMIS software**.

Phase 2: Comprehensive Initial Audit & System Rectification (Days 15 – 45)

- **100% Asset Inspection:** Execute complete audit across 27 Stations, 27 Km Corridor, and PMA Office.
- **Audit Report Submission:** Within **15 days**, submit the comprehensive report outlining all faulty, damaged, missing, or stolen parts along with a time-bound rectification schedule.
- **Immediate System Stabilization:** Rectify all critical HT/LT, transformer, and distribution panel faults under Client supervision/work orders.

Phase 3: Operations, Preventive Maintenance (PM) & Corrective Maintenance (CM)

- **Routine Preventive Operations:** Execute PM per defined fortnightly, monthly, quarterly, and annual schedules without disrupting Metrobus operations.
- **Night Shift Corridor Works (11:00 PM – 05:00 AM):** Execute complete corridor cable works during non-operational night hours.
- **Emergency & Corrective Maintenance (24/7/365):** Rapid response to short circuits, transformer tripping, power supply outages, and LESCO line issues. Un-repairable equipment reports must be submitted with technical justification for replacement Work Orders.

3. Human Resource Deployment & Deputation Plan

Human resource requirements for complete preventive, corrective and forced maintenance are outlined below:

i. **Packages**
Stations have been divided into 03 packages, each containing nine (09) stations. Maintenance coverage will be divided into three shifts: morning, evening and night.

ii. **Team Leader (Site Engineer)**
The Service provider shall deploy one (01) dedicated Site Engineer (at least B.Sc. Electrical

Engineer, registered with PEC having minimum 05 years' experience in LT/HT underground cables, wiring, LT/HT panels) and solar PV system. The Team Leader shall be responsible to oversee all maintenance activities, including both predictive and corrective maintenance. The Team Leader will also manage LESCO-related matters, handle the escalation and resolution of complaints. Furthermore, the Team Leader must ensure efficient and timely task completion by the team and shall maintain regular on-site presence to lead the operational staff. The Team Leader shall also ensure his/her availability for progress updates, coordination with the Client / Engineer and submission of reports.

iii. **Supervisors (Control Room Representatives)**

The Service Provider shall deploy two (02) qualified Supervisors, one for each shift (morning and evening), to serve as Control Room Representatives. These Supervisors shall act as the primary liaison between the Client and the Service Provider, ensuring smooth coordination and communication. They will supervise day-to-day operational tasks, monitor and report on maintenance activities, manage report generation, and ensure compliance with all operational and contractual requirements. Each Supervisor must possess a B.Sc. in Electrical Engineering, be registered with the Pakistan Engineering Council (PEC), and preferably have a minimum of two (02) years of relevant experience. In addition to their core duties, Supervisors shall perform any other tasks related to the scope of the contract as directed by the Client.

iv. **LESCO & External Coordinator**

The Service Provider shall deploy a dedicated LESCO & External Coordinator, responsible for liaising with LESCO, WAPDA, PHA, LDA, and other relevant departments for obtaining approvals, No Objection Certificates (NOCs), permissions, and procedural clearances required for the execution of work under this contract, must hold at least an intermediate degree from a recognized institution. Minimum 2 years of experience in dealing with government departments, utility companies, or infrastructure projects involving coordination for electrical/NOC approvals. Strong communication and documentation skills are essential, must be well-versed in the procedures and hierarchies of LESCO and similar agencies. This staff member shall be available as and when required by the Client.

- Expedite approvals, NOCs, and permissions for maintenance or electrical infrastructure-related tasks.
- Follow up on pending applications or complaints submitted to LESCO and other civic bodies.
- Lodge and monitor complaints with LESCO for HT/LT faults, transformer issues, power outages, etc.
- Coordinate activities such as energy meter replacement, correction of billing issues, and 11KV pole disconnection/reconnection in compliance with Clauses 3.2.1.12 to 3.2.3.9.
- Maintain a logbook of all complaints, correspondences, visits, and resolutions.
- Submit periodic status reports to the Client or its designated representative.

v. **Maintenance Team Deployment**

- For Morning and evening shifts, there shall be three **packages** (each comprising 9 stations). For the Night shift, there shall be 2 packages (one comprising 13 i.e. Canal to Shahdara and other comprising 14 Stations i.e. Gaddafi to Gajjumata). The Service Provider shall deploy the following maintenance team structure: **1 Electricians per package** (morning, evening, night).
- **1 Helpers per package** (morning, evening, night).
- **Electricians**: Responsible for electrical work, troubleshooting, and repairs.
- **Helpers**: Assist Electricians in their tasks and ensure safety and efficiency during maintenance work.

vi. This results in 3 electricians and 3 helpers for morning as well as for evening shifts, while 2 electricians and 2 helper for night shift, totaling 8 electricians and 8 helpers per day.Shift Structure

The Service Provider shall ensure that the maintenance teams are deployed in the shift structure to cover all maintenance tasks, including electrical systems, LESCO-related issues, inventory management, and complaint handling as mentioned in the following section.

vii. **Additional Resource Deployment**
In the event of increased maintenance requirements or unanticipated emergencies, the Service Provider may be required to deploy additional resources. Such deployments shall be subject to prior approval by the **Client**.

viii. **Equipment and Tools Availability**
Every section should have its own basic minimum tools and safety equipment available with maintenance teams as mentioned below. PMA representative may check any time the availability of these tools and safety equipment.

ix. **Staff and Vehicle Registration**
The Service provider shall provide Staff list containing detail of maintenance teams along with their basic information (Name, Designation, CNIC, Mobile Number etc.) and registration of vehicles used for maintenance works / essential for the execution of services to the Client for security clearance and issuance of permit to enter into the Metrobus Stations, Corridor and PMA Building. The service provider shall immediately inform to the Client if there is any change in the maintenance team/vehicle etc. The Service Provider shall issue identity cards to maintenance teams and other staff.

x. **Maintenance Hours and Scheduling**

- Perform maintenance at Stations in such a manner that Metrobus operation wouldn't disturb.
- The service provider shall perform maintenance during night time (i.e. from 11:00 PM to 5:00 AM).
- The Client reserves the right to alter maintenance schedules or work hours as needed based on operational requirements.

xi. **Spare Parts and Material Management**
The Service Provider shall ensure that an efficient system for inventory management is in place. This includes tracking the availability of spare parts, tools, and equipment, and providing for their timely procurement and delivery to the stations.

xii. **Staff Training and Development**
The Service Provider shall provide ongoing training and certification for staff to ensure they remain up to date with industry standards, safety regulations, and the operation and maintenance of Metrobus systems.

xiii. **Health and Safety Protocol**

- The Service Provider shall adhere to all health and safety guidelines during the maintenance work, ensuring the welfare of all staff members and workers.
- Regular health and safety audits shall be conducted, and any discrepancies identified must be promptly addressed

xiv. This HR plan ensures that the maintenance operations of 27 stations across all packages are well-coordinated, adequately staffed, and able to meet the operational, safety, and compliance requirements of the Lahore Metro Bus System (LMBS). The schedule incorporates shifts, specialized roles, inventory management, and health & safety measures to maintain efficient and continuous operations.

xv. It is clarified that the contractual responsibilities of the Service Provider cannot be reduced and the minimum specified quantity of staff shall not be construed as a waiver from any obligation mentioned in this contract. The Service Provider shall remain fully responsible for all contractual requirements and in case a need emerges for additional resources, the Service Provider shall deploy the same to meet the gap. The Service Provider may withdraw/re-deploy field/Control room staff over and above the minimum requirement with prior approval of the Client.

xvi. Client may increase/decrease maintenance teams and may change length of sections as per requirement during execution of contract.
xvii. Service provider will have to make the other arrangements/staff for supply/transportation of new parts/scrap. The station maintenance staff will strictly perform maintenance and will not be allowed to leave the stations/corridor/work place for supply/transportation of new parts/ scrap without permission of the Client.
xviii. The minimum qualification criteria for the required staff are here as under**.**

A. Organizational Hierarchy & Role Matrix

POST	EDUCATION	EXPERIENCE
Team Leader	Bachelors in Electrical Engineering registered with PEC	Overall 5 years of experience with specific experience in LT/HT underground cabling/ wiring, LT/HT panels and Solar PV System.
Control Room Representative	Bachelors in Electrical Engineering registered with PEC	Atleast 2 year experience in relevant field. Supervisor as a Control Room Representative to monitor / report the overall maintenance activities and work as liaison between Client and Service Provider and perform other duties as instructed by the Client. Familiar with Microsoft Office.
LESCO and External Coordinator	Intermediate	Having 2 years' experience of coordination and resolving the LESCO related issues on fast track.
Electrician	Preferably relevant diploma or certification from a reputed institute.	Overall 3 years of experience with specific experience in LT/HT underground cabling/ wiring, fans, lights and LT/HT panels.
Electrical Helper	Preferably Middle pass	Overall 3 months of experience

B. Territorial Deployment & Shift Schedule

The 27 Km corridor and 27 stations are divided into **3 Packages for 3 zones**. Each zone is permanently assigned dedicated field teams.

Shift	Time	Roles Covered
General Shift	09:00 AM – 05:00 PM	1 Team Leader / Project Manager 1 LESCO & External Coordinator

Morning Shift Packages = 3	06:00 AM – 02:00 PM	1 Supervisor (Control Room), 1 Electricians per package, 1 Helper per package,
Evening Shift Packages = 3	02:00 PM – 10:00 PM	1 Supervisor (Control Room), 1 Electricians per package, 1 Helper per package,
Night Shift Packages = 2	10:00 PM – 06:00 AM	1 Electrician per package 1 Helper per package,

Working Shifts	Maintenance teams required for Package 01	Maintenance teams required for Package 02	Maintenance teams required for Package 03
Moring Shift (06:00 to 14:00)	1	1	1
Evening Shift (14:00 to 22:00)	1	1	1
Night Shift (22:00 to 06:00)	1	1	0

4. Minimum Tool & Equipment Allocation Schedule

Each maintenance section must maintain full-time availability of essential safety and operational gear.

Sr.No	Tools availability all time	Quantity
1	Safety Helmet.	3
2	Safety shoes.	3
3	Safety Gloves.	3
4	work Uniform	3

5	Drill Machine 13mm Percussion Drill, Chuck Capacity (1.5 to 13mm), 750W , Load Speed 0-2800 rpm, Max drilling Capacity (Wood) 25mm, Max Drilling Capacity (Steel) 13mm, Max Drilling Capacity (Concrete) 16mm.	1
6	Digital Multimeter (AVO) with DC Voltage measurability upto 1000V DC.	3

Sr.No	**Tools Availability on demand/need**	**Quantity**
1	Heavy Duty Electric Air Dust Blower (Plastic body with Dust bag) 800Watt, 220-240V.	1
2	Digital Earth Tester meter with all accessories. 2mA measuring current permits earth resistance tests without tripping earth leakage current breakers in the circuit under test.	1
3	Megger Insulation Tester for LT and HT with all accessories	1
4	Pressure Washer Machine with Adequate Pipe for PV panels cleaning	1
5	Thimble Presser from 1.5 mm.sq to 500 mm.sq Thimble Sizes	1
6	Crimping Tool for MC-4 Connector with Dies of 4mm.sq, 6mm.sq and 10mm.sq	1
7	Heat Gun	1
8	Welding plant	1
9	Ladder 20ft or above	1
10	Power factor measuring equipment/meter with all accessories	1

5. Specific Conditions

i. Take all necessary measures and ensure safety and security of its personnel. In case of any issue, Service Provider shall be completely responsible.

ii. Take all necessary safety measures during repair works to prevent any accident. In case of any injury/death caused to a passenger, passerby or staff deployed at station due to negligence in such measures solely attributable to work done by the Service Provider, a penalty of PKR 5000/- in case of minor injury, PKR 50,000/- in case of major injury and 1,500,000/- in case of death shall be levied. Furthermore, Service Provider shall bear all medical expenses in case of minor or major injury. In addition, the Service Provider shall bear all compensations as per law, legal claims and court actions, if any, solely on his own.

iii. Deploy adequate number of suitably skilled and well equipped staff for the execution of the works. The Service Provider shall ensure and be entirely responsible for the safety of his working staff and for the safety of other personnel inside the work-zone.

iv. Conduct all activities such as mobilization, extraction, removal, dismantling and reinstallation in safe manner.

v. Be responsible for security of material/equipment/machinery during execution of work at a particular construction site. PMA shall not be responsible for any kind of theft or damage during work execution. In such an eventuality, the damage recovery shall be on part of Service Provider. All access material shall be removed from the site immediately within one day after the completion of works.

vi. The Service Provider shall purchase the dismantled material / scrap including all items mentioned in price table from the Client / PMA against amount quoted by him in the relevant section of the financial bid. The final bid price considered for evaluation of bids shall be an adjusted price after subtracting the quoted purchase amount of scrap from the quoted amount of equipment / services to be provided under this Contract.

vii. All the payments will be made as per actual works performed by the Service Provider.

viii. Be liable to compensate the Client for any damage caused to the property or daily operations of LMBS, or for any damage caused to any other service provider that is directly attributable to the repair Works/Services or for damage caused by any employee of the Service Provider or otherwise. In such case the damage cost shall be assessed by the Client and his verdict shall be final.

ix. Seek appropriate approvals, schedules and permissions from the Client for working inside the corridor and stations including but not limited to carrying any work force / material /equipment / machinery.

x. Any non-compliance observed during the defect liability period / warranty period shall be addressed immediately in accordance with the timeline mentioned in the work order from the Client. Failure to do so shall result in deduction of withheld amount.

xi. In case of any works to be executed other than the items specified in the price table, Client may issue a work order to the Service Provider. For issuance of work orders, the Service Provider shall upon Client's directions submit a cost proposal along with any other particulars that may technically apply. The Client shall on receipt of such proposal, evaluate, review and approve the cost of and other particulars through work order issued to the Service Provider, to procure such contents stipulated in the proposal with/without any modifications thereof, subject to mutual agreement between both parties. The Client shall reimburse the cost of Service Provider for the works executed through work orders upon submission of invoice with valid evidences to establish cost by the Service Provider. Rates will be followed as per MRS, LESCO/WAPDA or Rate Analysis for non-schedule items (overhead & profit as per Govt. of Punjab rules for non-schedule items if applicable).

Annexure-A: Sample Electrical Maintenance Log Sheets/Reports

Report # 01 , Complaint log (Daily)

Sr. No.	Station Name	Station Code	Incident/Fault (Complaint)	Complaint Start Date	Complaint Start Time	Status	Complaint Resolve Date	Complaint Resolve Time	Complaint Resolution verified by	Compiled by	Remarks
1											
2											
3											

Report # 02 , Maintenance Summary

Sr. No.	Station Name	M. Sheet 1 (Fans)	M. Sheet 2 (Lights)	M. Sheet 3 DB	M. Sheet 4 Earthing	M. Sheet 5 Inventory
1						
2						
3						

Report # 03, Work order record (Daily)

Sr. No.	Work Order No.	Station Name	Station ID	Contract Price Table Item No.	Part Name	Uni t	Qty	Unit Price (PKR)	Cost without Tax (PKR)	Cost Inclusive Taxes (PKR)
1										
2										
3										

Report # 04, Asset Inventory Progress

Sr. No.	Date and Time	Station Name	Station ID	Asset Name / Category	Activity Performed By	Progress
1						
2						
3						

Sheet # 01 , Fans/Air Condition (Monthly)
Station Name

Sr.No	Platform Fans	Maintenance /Check	Washroom Fans	Maintenance /Check	Air Condition 01 (Data Cabin)	Maintenance /Check	Air Condition 02 (Data Cabin)	Maintenance /Check
1					Air filter		Air filter	
2					Evaporator/condenser Coil leak		Evaporator/condenser Coil leak	
3					Drain Line		Drain Line	
4					Condenser Fan		Condenser Fan	
5					loose wire		loose wire	
6					Clean dust		Clean dust	
7					Thermostat		Thermostat	
8					Duct work		Duct work	

Sheet # 02, Lights (Monthly)
Station Name

Sr.No	Platform lights	Maintenance /Check	Pedestrian Bridge lights	Maintenance /Check	Escalator Lights	Maintenance /Check	Ticketing Booth	Maintenance /Check	Data Cabin Lights	Maintenance /Check	Flood Lights	Maintenance /Check	Under pass lights	Maintenance /Check	Wash room lights	Maintenance /Check	Solar Power System	Maintenance /Check
1																		
2																		
3																		

Sheet # 03, DB (Monthly)
Station Name

Sr.No	Incoming Electric Supply availability	Maintenance /Check	Distribution Panel	Maintenance /Check	Cable/conduit underground/over ground	Maintenance /Check	UPS	Maintenance /Check	Transformer	Maintenance /Check
1	UPS for PSDs		(MPB-N)		Cables and wiring		Visual Inspection of UPS		Visual Inspection	
2	Escalators		MCO & LBS		PVC/GI pipes/conduits		Environment is clean and free of dust and debris		No abnormal appearance like burnt or damage	
3	DB washroom		MPBE 01		Cable Insulation testing		Room Temperature properly Maintain		Rust on Main body, radiator and Conservator Tank	
4	switch board Water Cooler		MPBE 02		Cable continuity test		UPS Rack Cleaning		Visual Leakage/ seepage of Oil	
5	DB inside Data Cabin		LCP 1		Station 3 phase Voltage Line (V)		AC /DC cables thimbles		Bushing at Primary and Secondary side	
6			DB 01 BUS STATION		Station 3 phase Voltage Phase (V)		AC Input / Output Terminals check		HT/LT Cable terminal connections/Bolt tightening	
7			DB 02 BUS STATION		Ampere RYB		In/Out and Bypass Breakers		Oil Drainage Valve	
8			DB 01 PEDESTRIAN BRIDGE				Test Battery voltages Individually and connection		Pressure relief valve	
9			DB 02 PEDESTRIAN BRIDGE				Measure Voltage of overall battery Bank		Winding Temperature indicator	
10			PMA office LT panel				Test the UPS Overall Output parameters Operation(Runtime ,Input Voltage, Output Voltage ,Battery Capacity % ,Battery Voltage, Load Power % in Watts)		Oil Level in Main transformer Tank	
11									Oil level in conservator Tank	
12									Condition of Silica Gel in Breathers	
13									Humming and any abnormal Sound	
14									HT/LT Cable thimbles/ Glands	
15									LT voltage and current readings	
16									Oil testing	

Sheet # 04 ,Earthing(Monthly)
Station Name :

Sr.No	Generator Earthing	Maintenance /Check	Platform Earthing	Maintenance /Check	DB Panel (Rod)	Maintenance /Check	Escalator	Maintenance /Check	Transformer	Maintenance /Check	Pedestrian Bridge	Maintenance /Check	Solar Earthing	Maintenance /Check
	G1-E1(B)		S-E1(TS)		(MPB-N)		Esc1- E(B)		T-E(B)		PB-E1(TS)		Solar-E1	
	G1-E2(B)		S-E2(TS)		MCO & LBS		Esc1- E(DB)		T-EP (B)		PB-E2(TS)		Solar-E2	
	G1-EPB		S-EP12(TS)		MPBE 01		Esc2- E(B)		T-E (N)		PB-EP12(TS)			
	G1-E(N)		S-E3 (TS)		MPBE 02		Esc2- E(DB)				PB-E1(TG)			
	G1-EPN		S-E4 (TS)		LCP 1		Esc3- E(B)				PB-E2(TG)			
	G2-E1(B)		S-E34(TS)		DB 01 BUS STATION		Esc3- E(DB)				PB-EP12(TG)			
	G2-E2(B)		S-E1 (TG)		DB 02 BUS STATION		Esc4- E(B)							
	G2-EPB		S-E2 (TG)		DB 01 PEDESTRIAN BRIDGE		Esc4- E(DB)							
	G2-E(N)		S-EP12(TG)		DB 02 PEDESTRIAN BRIDGE									
	G2-EPN		S-E3(TG)											
			S-E4 (TG)											
			S-EP34 (TG)											

Sheet # 05a, Inventory – Electrical Items

Station Name

Sr.No	Station Name **Station Items**	Quantity (No)	Operational	Non Operational
1	Platform Fans(TS)			
2	Platform Fans(TG)			
3	Washroom Fans			
4	Pedestrian Bridge Lights			
5	Platform Lights (TS)			
6	Platform Lights (TG)			
7	Escalator Lights			
8	Station Flood Lights			
9	Ticketing booth Lights			
10	Washroom Lights.			
11	Pad Mounted Transformer (400 KVA)			
12	Electrical Distribution Panel (MPB-N)			
13	Electrical Distribution Panel MCO & LBS			
14	Electrical Distribution Panel MPBE 01			
15	Electrical Distribution Panel MPBE 02			
16	Electrical Distribution Panel LCP 1			
17	Electrical Distribution Panel DB 01 BUS STATION			
18	Electrical Distribution Panel DB 02 BUS STATION			
19	Electrical Distribution Panel DB 01 PEDESTRIAN BRIDGE			
20	Electrical Distribution Panel DB 02 PEDESTRIAN BRIDGE			

Sheet # 05b, Inventory (Monthly) – Pole Lights and Under Bridge Flood Lights

Track Location:		Conducted Date:	
Track Side:			

Pole#	Junction Box			Breaker (6Amp)		Line Up Connector 25mm2 / 16 MM2				Channel Strip	Cable 25mm2 aluminum / 16mm2 Copper								Cable 2.5mm 3/C		Light		Cable Secure in Pole Base	Cable Secure in trench/Pipe	
	Cover	Lock	Strip	Pole	Flood	1	2	3	4		4/C				1/C				In Side	Out Side	In side	Out Side			
											Copper		aluminum		Existing		New							Existing	New
	Status			Status		Status				Status	Yes/No	Op/ Non-op	Yes/No	Op/ Non-op	IN	OUT	IN	OUT	OP / Non-op Status		OP / Non-op Status		Status	Status	
											Status														
1																									
2																									
3																									

Solar PV Monthly Preventive Maintenance Sheet

Sr. No.	Maintenance Activity	Check / Action	Status (OK/Not OK)	Remarks
1	Solar PV Modules – Visual Inspection	Check for cracks, broken glass, discoloration, hot spots, loose/damaged frames and physical damage.		
2	Cleaning of PV Modules	Clean modules using water and suitable soft cleaning tools; remove dust, bird droppings and other deposits.		
3	Module Mounting Structure	Check structure, clamps, nuts/bolts, corrosion, alignment and physical stability.		
4	DC Cables & Connectors	Inspect cables for damage, loose connections, insulation deterioration and proper cable dressing.		
5	Junction / Combiner Boxes	Check enclosure condition, glands, terminals, fuses/MCBs, signs of moisture and overheating.		
6	Earthing System	Inspect earth connections, bonding conductors and earth pits/points for loose or corroded connections.		
7	Inverter – Visual Inspection	Check inverter condition, display/alarm status, ventilation, cooling fans/filters and abnormal noise/heat.		
8	Inverter Parameters	Record DC voltage/current, AC voltage/current, output power, energy generation and alarms/faults.		
9	AC Cables & Terminations	Check AC cables, glands, terminals, MCCB/isolators and signs of heating or loose connections.		
10	AC/DC Protection Devices	Check breakers, isolators, surge protection devices and indication/status.		
11	Monitoring / Data Logger	Verify communication, online status, data logging and availability of generation data.		
12	Weather / Irradiance Sensors (if provided)	Clean sensors and verify physical condition and readings.		
13	Roof / Drainage Around PV Area	Check water accumulation, drainage blockage and any condition affecting the PV installation.		
14	Performance Check	Compare monthly generation with expected/previous performance and investigate abnormal reduction.		
15	Safety Inspection	Check warning labels, access routes, fire/safety arrangements and safe working condition.		
16	Defects & Corrective Action	Record defects identified during inspection and corrective action required/completed.		

Solar PV Monthly Cleaning Report

Sr. No.	Cleaning / Inspection Activity	Status (Completed / Not Completed)	Observations / Remarks
1	Visual inspection of PV modules before cleaning		
2	Removal of dust, dirt and loose debris		
3	Removal of bird droppings and other deposits		
4	Cleaning of module glass surface with suitable water and soft cleaning tools		
5	Cleaning around module frames and accessible areas		
6	Inspection for cracks, damaged glass, discoloration or visible defects		
7	Inspection of mounting structure for visible damage/corrosion		
8	Inspection of accessible DC cables/connectors for visible damage		
9	Post-cleaning visual inspection of PV modules		
10	Confirmation that panels are clean and free from excessive deposits		

Annexure-B: Minimum inventory

Sr. No.	Item Description	Minimum Inventory
1.	HT D Link	5
2.	HT 120mm² 3-core, 11KV, XLPE, heat shrink straight through joint Kit complete in all respect as required. As per LESCO/WAPDA standard	2
3.	HT Indoor 120mm² 3-cores, 11KV, XLPE, heat shrink termination Kit complete in all respect as required. (Inside Transformer Side). As per LESCO/WAPDA standard	2
4.	HT Outdoor 120mm² 3-cores, 11KV, XLPE, heat shrink termination Kit complete in all respect as required. (DISCO Pole Side). As per LESCO/WAPDA standard	2
5.	Wall mega bracket fan 18" (NEECA approved) with all accessories and copper winding	10
6.	Capacitor 2.2 µF for Wall Mega Bracket Fan 18" / Exhaust Fan 12" compatible with existing specification	10
7.	Ball Bearing size (6201, 6202, 6203) Japan made for Wall Mega Bracket Fan 18" / exhaust fan 12" compatible with existing specification	10
8.	PVC insulated, PVC sheathed twin core copper conductor cable 7/0.029" 250/440 volts	90 Rm
9.	PVC insulated, PVC sheathed three core cable 7/0.029" (2.5 mm^2) 660/1100 volts	90 Rm
10.	16 mm^2 terminal block	10
11.	Lock for Distribution Panel Door	10
12.	Cable lugs and accessories 25 mm^2	10
13.	Cable lugs and accessories 70 mm^2	10
14.	32 Amps MCCB TP (Adj.) Ics=25kA	2
15.	50 Amps MCCB TP Ics = 25KA	2
16.	16 Amp MCB, SP, Ics=10 kA	50
17.	Magnetic Contactor TP (AC - 3) 50A	1
18.	16 Amp 220 - 240 V, single pole circuit breaker AC shoe	5
19.	3 Pin power socket 20 Amp	5
20.	3 Pin, 10/15 Amp. Wall socket (Open Type)	5
21.	Air Conditioner (1.5Ton) for Data Cabin	1

Annexure-C: Standard Monetary Deductions for Default/Non-Performance of Services

- Penalties shall be levied solely due to inadequate maintenance/negligence/fault on part of the service provider.
- Resolution time of a fault is defined as time between intimation of fault by PMA to the Service Provider and the Service Provider's confirmation of resolution of fault to PMA. This process will be documented in the log register. Resolution time to be considered against each fault category is mentioned in the table below; however, in case of faults requiring supply of new items through issuance of work order from PMA, an appropriate resolution time along with fault category will be mentioned on work order.
- Maximum penalty shall not exceed 25% of the monthly services/maintenance price.

FAULT CATEGORIES	FINE (PKR)
These penalties pertain to the faults encountered during electric supply through Electrical Power Distribution System and Solar PV Systems, which are not resolved within the specified resolution time. The faults are divided into three (03) categories details of which are provided below. This includes the description to identify as to which category the fault belongs to; however, in case of any dispute or ambiguity in categorization of a fault, the Client's decision shall be final prior to which the Client will make its best efforts to remain in line with the Contract. Upon each occurrence of fault in Electrical system, fault shall be categorized first to be treated in accordance with this section. **A - CRITICAL** Resolution time = 03 hours / Time specified in Work Order The fault shall be categorized as critical in case of occurrence of any of the following situations: - 1. Complete Electric Power shut down during operations hours at station due to Electrical Power Distribution System failure leading to service loss. 2. There is a situation in which Electrical Power Distribution System and relevant system may lead to safety issues for passengers. Leakage/earth fault current that causes to human shock or damage to equipment. Hanged loose wire resisting/blocking the bus operation. 3. Station light / fan is likely to fall down due to loose fitting. 4. A loose wire which effects the bus operation. 5. Non-availability of LESCO supply at station.	For Critical, N= 8,000/- For High, N= 5000/- For Normal, N= 2000/- Penalty per Incident = T x N Where: T is based on resolution time in % and will be adopted as follows: - > 100% to 150% = 1.0 > 150% to 200% = 2.0 > 200% to 300% = 3.0 > 300% = From 4 to 10 as per decision of Client based on sensitivity of service loss.

a. Complaint is not launched online, through call or by visit in person in cases requiring involvement of LESCO,
b. Fault is not rectified by the Service Provider in cases where rectification does not require any involvement of LESCO.

6. Electrical supply is not available to Data Cabin UPS/main Distribution Box.
7. Data Cabin Air Conditioner is not working or not cooling.
8. Solar PV system complete shutdown during daylight hours without grid fallback
9. Zero output from solar inverter or system due to major fault,
10. Solar-related safety hazards such as sparking or exposed DC wiring

B - HIGH
Resolution time = 48 hours / Time specified in Work Order

The fault shall be categorized as High in case of occurrence of incidents in which the Electrical Power Distribution System can operate but not as per acceptable limits defined by PMA and there is likelihood of service loss. This shall include the following: -

1. Electrical failure due to improper wire connection, earth resistance not less than standard value, Circuit Breaker faulty causing Electrical Power Distribution System to malfunction etc.
2. All platform lights in a particular station towards Shahdra /Gajju matta side are non-functional.
3. All pedestrian bridge lights in a particular at-grade station are non-functional.
4. All pedestrian bridge lights towards Shahdra/Gajjumata side in a particular elevated station are non-functional.
5. All underpass lights of one underpass are non-functional.
6. All platform fans in particular station towards Shahdra/Gajju matta are non-operational/fallen.
7. Any other reason leading to inadequate operations of Electrical Power Distribution System.
8. Inverter output <50% of expected for >24 hours
9. Solar monitoring system offline for >48 hours
10. Unresolved solar system faults or inverter errors

C - NORMAL
Resolution time = 72 Working / Time specified in Work Order

The fault shall be categorized as Low in case of occurrence of fault with low impact and there is no possibility of service loss due to existence of a viable workaround. This shall include the following: -

1. 50% of item category as mentioned below are non-operational: -

a. Platform lights towards Shahdra / Gajjumata side on a station. b. underpass lights of one underpass c. Pedestrian bridge lights in a particular at-grade station. d. Pedestrian bridge lights in a particular elevated station towards Shahdara / Gajjumata. e. Platform fans towards Shahdra / Gajju matta side at one station. 2. All lights in any escalator canopy, washroom, and ticket booth or data cabin are non-operational. 3. All fans in a washroom are non-operational 4. All flood lights in a station are non-operational 5. Solar panels dirty or shading affecting generation not cleaned as per schedule 6. Physical damage to panels or mounting structure not corrected in 72 hrs 7. Incorrect / delayed response of component of Electrical Power distribution system such as Volt meter, Ampere meter, Indication lights, Circuit Breakers, Magnetic Contactors, Timers, Relays and sensors etc. beyond acceptable levels defined by PMA. 8. Any other fault that can fall under this category.	

Other incidents upon occurrence of which, penalty shall be imposed immediately without any provision of resolution of time are described in the table below: -

Sr. No	DESCRIPTION OF INFRACTION	FINE PER INCIDENT (PKR)
1	Replaced / Installed parts are of inferior quality other than specified in the procurement contract.	10,000/- *(In addition, immediate replacement with parts as per specifications of the procurement contract and timelines defined by PMA. Delay in timelines will be subjected to additional penalties from PKR 1000/- to 20,000/- as per Client's decision)*
2	Preventive Maintenance reports are not submitted as per format and schedule defined by PMA.	1,000/- per report per day
3	Misbehavior with PMA officers / Staff at stations or Service Provider's staff causing nuisance at stations	5,000/-
4	Carrying-out repair and maintenance works without seeking any permission from PMA	1,000/-
5	Damage to PMA Property solely on part of Service Provider.	10,000/- *(To be replaced / repaired by Service Provider as per original specifications and timelines issued by PMA. Delay in timelines will be subjected to additional penalties from PKR 1000/- to 20,000/- as per Client's decision)*

6	Falsification of Facts and Information or breach of confidentiality of information/documents.	5,000/-
7	Not following the safety standards during work.	1,000/- per occurrence
8	Incidents not reported in the Log Book	2,000/- per occurrence
9	Any act/instance which is non-conforming to Authority's Rules / Regulations / Contract/Instructions given by PMA.	5,000/-
10	Staff found absent from their duties including Control Room Representatives (Each absent case shall be treated as a separate incident for penalty)	1 x RPO (where RPO= Monthly Salary/Total No. of days in Month)

Section-VIII

8.1 Technical Proposal Submission Form

{Location, Date}

To: *[Name and address of Procuring Agency]*

Dear Sirs:

We, the undersigned, offer to provide the services for {Insert title of assignment} in accordance with your Request for Proposal dated {Insert Date} and our Proposal. *[Select appropriate wording depending on the selection method stated in the RFP]* We are hereby submitting our Proposal, which includes this Technical Proposal and a Financial Proposal sealed in a separate envelope

{
We hereby declare that:

(a) All the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification by the Procuring Agency.

(b) Our Proposal shall be valid and remain binding upon **for a period of 180 days from the date fixed for Bid opening**

(c) In competing for and, if the award is made to us, in executing the Contract, we undertake to observe the laws against fraud and corruption, including bribery, in force in the Province of the Procuring Agency.

(d) Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiations.

We undertake, if our Proposal is accepted and the Contract is signed, to initiate the Services related to the assignment no later than the date indicated in letter of award

We understand that the Procuring Agency is not bound to accept any Proposal that the Procuring Agency receives.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}: ______________________________
Name and Title of Signatory: ______________________________
Name of Service Provider {Company's name or JV's/ Consortium name}:
In the capacity of: ______________________________

Address: ______________________________
Contact information {phone and e-mail}: ______________________________

8.2 Undertaking

I ________________________S/O __________CNIC #___________________________ resident of _____________________________________ on behalf of (*Name of Bidders / Service Providers/Service Provider/JV/Consortium*) *address* beingi _______________________________ ts _____________________________(*designation*) declares solemnly on oath that all the information/ documents deposited/ attached with the bidding documents are true and genuine.

The Bidders / Service Providers / undersigned has read and understand all the terms & conditions of the bidding document/ amendments etc. and accept each and every condition thoroughly.

The Bidders / Service Providers /company/ undersigned has no objection on any term & conditions of the entire bidding documents and shall never challenge these term & conditions after submitting of our before any court/forum. I/ we / undersigned shall follow the instructions of PMA regarding this bidding process till the completion of this assignment.

All above contents are true and fair to the best of my knowledge and behalf. Notarized this ____________________________day of 20________

Signature: ____________________ Stamp: _____

Note: Need to be (filled) signed & stamped.

8.3. Bidders's JV Members Information Form

Not Applicable

{To be reproduced and signed & stamped by the lead partner and all JV members on their letter Pad, to be attached with Technical Bid in addition to the JV agreement}

{The Service Provider shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the Service Provider and for each member of a Joint Venture}.
Date: *[insert date (as day, month and year) of Bid submission*] RFB No.: *[insert number of RFB process]*
Alternative No.: *[insert identification No if this is a Bid for an alternative]*

Page __________of_ ________pages

1. Bidders / Service Providers Name: *[insert Bidders / Service Providers's legal name]*
2. Bidders / Service Providers Member's name: *[insert JV's Member legal name]*
3. Bidders / Service Providers JV Member's country of registration: *[insert JV's Member country of registration]*
4. Bidders / Service Providers JV Member's year of registration: *[insert JV's Member year of registration]*
5. Bidders / Service Providers JV Member's legal address in country of registration: *[insert JV's Member legal address in country of registration]*
6. Bidders / Service Providers JV Member's authorized representative information Name: *[insert name of JV's Member authorized representative]* Address: *[insert address of JV's Member authorized representative]* Telephone/Fax numbers: *[insert telephone/fax numbers of JV's Member authorized representative]* Email Address: *[insert email address of JV's Member authorized representative]*
7. Attached are copies of original documents of *[check the box(es) of the attached original documents]* ☐ Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITB 4.4. ☐ In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and that they are not under the supervision of the Service Provider. 8. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

8.4. Bidders Profile Form

Need to be (filled) signed & stamped.

Sr.#	**Particulars**
1.	Name of the company:
2.	**Registered Office:**
Address:	
Office Telephone Number:	
Fax Number:	
3.	**Contact Person:**
Name:	
Personal Telephone Number:	
Email Address:	
4.	**Local office if any:**
Address:	
Office Telephone Number:	
Fax Number:	
5.	**Registration Details:**

a) Audited Financial Statement Attachment (Last 3 years)

Information from Balance Sheet: for the last Fiscal Year	
(1) Total Assets	
(2) Current Assets	
(3) Total Liabilities	
(4) Current Liabilities	
Information from Income Statement: Total Revenue for last three (03) applicable Fiscal Years	
(5) First Year	
(6) Second Year	
(7) Third Year	
Current Ratio (2) / (4)	
Debt Ratio (3) / (1)	
Average Annual Turnover [(5) + (6) + (7)] / 3	

b) Details of Experience

Bidder has to fill this form for each project completed and in hand as required in Technical Evaluation Criteria

1	Name of Contract
2	Name of Employer
3	Employer Address …………………………………………………………………………………………
4	Nature of works and special features relevant to the contract ………………………………………………………………………………………… …………………………………………………………………………………………
5	Contract Role (Tick One) (a) Lead Firm (b) Partner in a Joint Venture
6	Total value/ amount of the contract price at completion, or at date of award for current contract………………………………. Relevant Firm value/amount of share in the Contract price.................
7	Date of Award
8	Date of Completion
9	Contract Duration (Years and Months) _____Years _______Months

c) Human Resource Details
Bidder has to fill this form for each staff claimed as required in Technical Evaluation Criteria

<table>
<tr><td colspan="2">Position</td><td></td><td>Candidate [Tick appropriate one]

☐Prime ☐ Alternate</td></tr>
<tr><td colspan="2" rowspan="2">Candidate Information</td><td>1. Name of Candidate</td><td>2. Date of Birth</td></tr>
<tr><td>3. Professional Qualification & Registration Details</td><td>4. Mobile No.</td></tr>
<tr><td colspan="2">Month/ Dates/Years</td><td colspan="2" rowspan="2">Company / Project / Position / Relevant technical and management experience</td></tr>
<tr><td>From</td><td>To</td></tr>
<tr><td></td><td></td><td></td><td></td></tr>
<tr><td></td><td></td><td></td><td></td></tr>
<tr><td></td><td></td><td></td><td></td></tr>
</table>

8.5. General Information Form

Need to be (filled) signed & stamped.

	Particulars					
Company Name						
Abbreviated Name						
Business Type	☐ Sole Proprietor		☐ Company		☐ Partnership Firm	
National Tax No.			**Sales Tax Registration No**			
PRA Tax No.						
No. of Employees			**Company's Date of**			
			Formation			

Registered Office		State/Province	
Address			
City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	

8.6. Affidavit

*[To be printed on **PKR. 100 Stamp Paper**, duly attested by oath commissioner. To be attached with Technical Bid]*

Name: ____

(Applicant)

I, the undersigned, do hereby certify that all the statements made in the Bidding document and in the supporting documents are true, correct and valid to the best of my knowledge and belief and may be verified by employer if the Employer, at any time, deems it necessary.

The undersigned hereby authorize and request the bank, person, company or corporation to furnish any additional information requested by the *[name of Procuring Agency]* of the Punjab deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the *[name of Procuring Agency]*. The undersigned further affirms on behalf of the firm that:

(i) The firm is neither currently blacklisted by any Department nor any litigation is pending before PPRA/Competent Authority/Procuring Agency or any other court of law competence in this regard against any such blacklisting order.

(ii) The documents/photocopies provided with Bid are authentic. In case, any fake/bogus document was found at any stage, the firm shall be blacklisted as per Law/ Rules.

(iii) Affidavit for correctness of information.

(iv) The Bidders / Service Providers/firm has never been punished by any Procuring Agency/PPRA/ Court on the ground of non-fulfilment of the contract/ obligations or its bid security/ performance guarantee has been forfeited or LD imposition and in case of any punishment undersigned has already stated in my bid specifically where required.

(v) The Bidders meets the Eligibility Criteria *clause 2.1.3- Eligible Bidders / Service Providers of the bidding document.*

[Name of the Service Provider/ Bidders / Service Providers/ Supplier] undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the company

Title of Officer: ____________________________

Name of Company: ______________________________ Date: _______

8.7. Performance Guarantee Form [Sample]

[*Client Address*]

WHEREAS *[name of Service Provider]* (hereinafter called "the Service Provider") has undertaken, in pursuance of Contract No. *[Reference number of the contract]* dated _____________ 20______ to supply *[description of services] (*hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Service Provider shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Service Provider's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Service Provider a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Service Provider, up to a total of *[amount of the guarantee in words and figures],* and we undertake to pay you, upon your first written demand declaring the Service Provider to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____day of ___________20_____.

Signature and seal of the Guarantors

____

[Name of bank or financial institution]

____

[Address]

____

[Date]

8.8. Financial Proposal Submission Form

{Location, Date}

To: {Name and address of Procuring Agency}

Dear Sirs:

We, the undersigned, offer to provide the services for {Insert title of assignment} in accordance with your Request for Proposal dated [Insert Date] and our Technical Proposal.

Our attached Financial Proposal is for the amount of {Indicate the corresponding to the amount(s) currency (ies)} {Insert amount(s) in words and figures}, "including" inclusive of all Taxes and duties levied by Government on goods and Services except PRA i.e PST which shall be added by the Client over and above the offered amount, as applicable/required under the relevant Tax Laws, to arrive at the Contract Price. Accordingly, the Contract Price shall be subject to adjustments for change in rate of Sales Tax on Services as and when applicable.

Our Financial Proposal shall be valid and remain binding upon us, subject to the modifications resulting from Contract negotiations, For a period of 180 days from the date fixed for Technical Bid opening

Commissions and gratuities paid or to be paid by us to an agent or any third party relating to preparation or submission of this Proposal and Contract execution, paid if we are awarded the Contract, are listed below:

Name and Address of Agents	Amount and Currencyor Gratuity	Purpose of Commission
______________________	_________________	___
______________________	_________________	___

{If no payments are made or promised, add the following statement: "No commissions or gratuities have been or are to be paid by us to agents or any third party relating to this Proposal and Contract execution."}

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}: ____
Name and Title of Signatory: ____
In the capacity of: ____
Address: ____
E-mail: _________________________

{For a Joint Venture/ Consortium, either all members shall sign or only the lead member/Consultant, in which case the power of attorney to sign on behalf of all members shall be attached}

8.9. Contract Form [Sample]

THIS AGREEMENT made on the ______ day of ____________ 20______ between *PUNJAB MASSTRANSIT AUTHORITY* (hereinafter called "the Procuring Agency") on the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called "the Supplier") on the other part:

WHEREAS the Procuring Agency invited Bids for certain goods and ancillary services, viz., *[brief description of goods and services]* and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures]* (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

(a) the Bid Form and the Price Schedule submitted by the Bidders / Service Providers;
(b) the Schedule of Requirements;
(c) the Technical Specifications & Scope of Services;
(d) the General Conditions of Contract;
(e) the Special Conditions of Contract; and
(f) the Procuring Agency's Notification of Award.
(g) Contract agreement
(h) Complete Bidding document
(i) The clarifications provided to the Service Providers

3. In consideration of the payments to be made by the Procuring Agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring Agency to provide the goods and services and to rectify defects therein in conformity with all respects in accordance with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the rectification of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with applicable laws in Punjab/Pakistan the day_________ and year_________ mentioned above and the court at Lahore shall has the exclusive jurisdiction to adjudicate upon any matter arising out during this contract.
Signed, sealed, delivered by _____________the _________________(for the Procuring Agency)

Signed, sealed, delivered by ____________the _________________(for the Supplier)

8.10. Financial Bid Form/Price Schedule

[To be signed & stamped by the Bidders and may be reproduced on the letterhead. To be attached with Financial Bid]

SUMMARY OF COSTS

Item	Cost PKR
(1) Services Component:	
(2) Parts / Material Component:	
Total Cost of the Financial Proposal:	

SERVICES COMPONENT:

(1) Sr. No.	(2) Designation	(3) Charge Rate/Month	(4) Months	(5=3x4) Total Cost
1	**Team Leader**		24	
2	**Supervisors (Control Room Representative) (2Nos.)**		24	
3	**LESCO & External Coordinator**		24	
4	**Electrician (8Nos.)**		24	
5	**Helper (8Nos.)**		24	
Grand Total				

Service Provider's Representations Regarding Costs and Charges
(Model Form I)

(Expressed in {insert name of currency*})

Personnel		1	2	3	4	5	6
Name	Position	Basic Salary Rate per Working Month	Social Charges[1]	Overhead[1]	Subtotal	Profit[2]	Proposed Rate per Working Month

1.Expressed as percentage of 1
2.Expressed as percentage of 4

Note:

1. The service provider shall pay basic salary to the staff.
2. Provide evidences for the salaries disbursements (Salary slips & banks transactions).
3. The Service Provider shall also provide a monthly salary disbursement certificate for the preceding month and ensure compliance with the minimum wage requirements of the Government of Pakistan, as notified and required from time to time.
4. The factors listed in the table for social charges and overhead are based on the firm's average cost experiences for the latest three years as represented by
5. the firm's financial statements; and said factors for overhead and social charges do not include any bonuses or other means of profit-sharing.

Parts / Material Component:

Price Table for Supply of Goods/Material					
Item No	**Description**	**Unit**	**Qty.**	**Goods Rate PKR / Unit rate**	**Total Amount PKR**
	Supply of the following goods/items of work (unless specifically stated otherwise) including all material, accessories, etc., required for proper completion of each item as per specifications, drawings and as directed by engineer. Warranty period is one year.				
1	**Transformer, High Voltage Cables and Accessories**				
i	Transformer fuse link for 400 kVA, 11/0.415 kV pad mounted (PEL) transformer with following specification or equivalent :- Teilbereichsicherung EFEN Back-up fuse link VDE 0670/4 , IEC 60282-1, 67220.0403, freiluft/outdoor, Un: 6/12 KV, In : 40A, I1=63 kA, I3=125 A	Each	30		
ii	HT D Link with complete Assembly 11 KV (01 link price)	Each	30		
iii	Transformer Oil for 400 KVA Pad mounted	Litre	4000		
iv	Cross Arm (Iron) for HT pole as per LESCO standard	Each	10		
v	Dehydration of Transformer Oil of 400KVA Pad mounted Transformer	Job	27		
vi	Supply of 120 mm2, 3-cores, Outdoor Armoured cable 8.7 / 15 kV, AL/ XLPE/ UA/ PVC three Core Armoured cable. As per LESCO/WAPDA standard	Per mtr.	500		
vii	HT 120mm² 3-core, 11KV, XLPE, heat shrink straight through joint Kit complete in all respect as required. As per LESCO/WAPDA standard	Each	30		

viii	HT Indoor 120mm² 3-cores, 11KV, XLPE, heat shrink termination Kit complete in all respect as required. (Inside Transformer Side). As per LESCO/WAPDA standard	Each	30		
ix	HT Outdoor 120mm² 3-cores, 11KV, XLPE, heat shrink termination Kit complete in all respect as required. (DISCO Pole Side). As per LESCO/WAPDA standard	Each	30		
x	Supply of 35 mm2, 3-cores, Outdoor Armoured cable 8.7 / 15 kV, AL/ XLPE/ UA/ PVC three Core Armoured cable. As per LESCO/WAPDA standard	Per mtr.	100		
xi	HT 35mm² 3-core, 11KV, XLPE, heat shrinks straight through joint Kit complete in all respect as required. As per LESCO/WAPDA standard	Each	10		
xii	HT Indoor 35mm² 3-cores, 11KV, XLPE, heat shrink termination Kit complete in all respect as required. (Inside Transformer Side) As per LESCO/WAPDA standard	Each	10		
xiii	HT Outdoor 35mm² 3-cores, 11KV, XLPE, heat shrink termination Kit complete in all respect as required. (DISCO Pole Side) As per LESCO/WAPDA standard	Each	10		
xiv	Use/Arrange/rent charges of HT cable testing machine (Hipot tester HT).	Job	3		
2	**Earthing System**				
i	Providing, making & testing/commissioning of **Bore type** earthing point by drilling 3" dia bore hole up to water table/moist soil by laying 2" dia perforated GI.pipe (Medium Quality) fixed with 40mm dia and 250 mm long tinned copper spike at bottom , i/c earth pit compound, the cost of Tinned earth test link copper plate (300x50x10mm), brass nuts,	Job	30		

	spacers, bolts washers lugs etc complete in all respect as approved and directed by Engineer Incharge. Excluding the cost of copper strand & manhole. (Bore Type Earthing) <2 Ohm				
ii.	Providing, making & testing/commissioning of **Rod type Earth point** comprising of 5/8" dia. (16 mm dia) 10 ft long copper coated M.S. rod driven in ground duly fixed with clamp with Tinned earth test link copper plate (300x50x10mm), i/c the cost of brass nuts, spacers, bolts washers lugs etc but excluding the cost of copper strand & manhole. as approved and directed by Engineer Incharge (Rod Type Earthing).	Job	50		
iii	Earth pit Compound.	Kg.	350		
iv	Supply RCC 4" thick cover (size 18.5"x18.5") with lifting hooks for earthing pit (manhole).	Each	25		
v	Supply RCC 4" thick cover (size 36.5"x36.5") with lifting hooks for earthing pit (manhole).	Each	25		
vi	Supply RCC 4" thick cover (size 48"x48") with lifting hooks for earthing pit (manhole).	Each	25		
vii	Construction of earthing pit (manhole) of internal size 18"x18"x24" deep with 9" thick brick wall with cement mortar, internal plaster 1:4, RCC 4" thick cover with lifting hooks, PVC pipe and including all accessories complete in all respect.	Job	25		
viii	Providing, making & testing/commissioning of Rod type Earth point comprising of 5/8" dia. (16 mm dia) 10 ft long copper coated M.S. rod driven in ground duly fixed with clamp with Tinned earth test link copper plate (300x50x10mm), i/c the cost of brass nuts, spacers, bolts washers lugs etc but excluding the cost of copper strand & manhole. as approved and directed by Engineer Incharge (Rod Type Earthing).	Job	50		
ix	Supply of bare copper conductor for Earthing/ Grounding System: 25 mm² conductor	Per mtr	300		
x	Supply, installation, testing and commissioning of bare copper conductor for Earthing/ Grounding System: 70 mm² conductor	Per mtr	300		

3	**Civil works**				
i.	Complete Civil works required in the form of underground trench (depth up to 12") for lying of HT/LT cables/conduits and back filling with cement mortar/concrete 1:1.5:3. Use zero size crush and similar road color powder for smooth work along surface edge of jersey barrier of corridor.	Per Cum	120		
ii.	Complete Civil works required in the form of digging, back filling, breaking of bricks, and soil for lying of HT/LT cables/conduits and to locate underground faults. Digging Dimension (Depth up to 1.5 meter, width up to 01 meter)	Per Cum	120		
iii.	Making cable trench with bricks, concrete, Cement, cover slabs (4 inch thickness), soil and sand cushion for laying of Cable/Conduit with digging, excavation, backfilling complete in all respect. (Depth up to 1 meter, width up to 1 meter).	Per Cum	100		
4	**Low Voltage Cables (Single Core)**				
i	PVC insulated single core copper conductor cable 3/0.029" 250/440 Volts (1.5 mm2)	Per mtr.	1500		
ii	PVC insulated single core copper conductor cable 7/0.029" 250/440 Volts (2.5 mm 2)	Per mtr.	1500		
iii	PVC insulated single core copper conductor cable 7/0.036" 250/440 Volts (4 mm 2) for ECC (Green/Yellow Green)	Per mtr.	1500		
iv	PVC insulated single core copper conductor cable 7/0.044" 250/440 Volts (6 mm 2)	Per mtr.	500		
v	PVC insulated single core copper conductor cable 7/0.064" 250/440 Volts (16 mm 2)	Per mtr.	400		
vi	PVC insulated PVC sheathed single core copper conductor cable 19/0.052" 660/1100 volts grade (25 mm^2) for ECC (Green/Yellow Green)	Per mtr.	200		
vii	PVC insulated PVC sheathed single core, copper conductor cable 19/0.083" 660/1100 volts grade (70 mm^2) for ECC (Green/Yellow Green)	Per mtr.	200		

viii	PVC insulated PVC sheathed single core, copper conductor cable 37/0.072" 660/1100 volts grade (95 mm^2) for ECC (Green/Yellow Green)	Per mtr.	200		
ix	PVC insulated, PVC sheathed copper conductor, 660/1100 volts grade 1 Core ,600/1000 volt Non-Armoured Cable 120 mm sq. (37/0.083") for ECC (Green/Yellow Green)	Per mtr.	200		
x	PVC insulated, PVC sheathed copper conductor, 660/1100 volts grade 1 Core ,600/1000 volt Non-Armoured Cable 150 mm sq. (37/0.93")	Per mtr.	200		
xi	PVC insulated, PVC sheathed copper conductor, 660/1100 volts grade 1 Core ,600/1000 volt Non-Armoured Cable 185 mm sq. (37/0.103")	Per mtr.	100		
xii	PVC insulated, PVC sheathed copper conductor, and 660/1100 volts grade 1 Core, 600/1000 volt Non-Armoured Cable 300 mm sq. (61/0.099").	Per mtr.	100		
xiii	PVC insulated, PVC sheathed copper conductor, 660/1100 volts grade 1 Core ,600/1000 volt Non-Armoured Cable 500 mm sq. (91/0.103")	Per mtr.	100		
5	**Low Voltage Cables (Two Core)**				
i	PVC insulated, PVC sheathed twin core copper conductor cable 3/0.029" 250/440 volts	Per mtr.	500		
ii	PVC insulated, PVC sheathed twin core copper conductor cable 7/0.029" 250/440 volts	Per mtr.	500		
6	**Low Voltage Cables (Three Core)**				
i	PVC insulated, PVC sheathed three core cable 3/0.029" 660/1100 volts	Per mtr.	500		
ii	PVC insulated, PVC sheathed three core cable 7/0.029" (2.55mm2) 660/1100 volts	Per mtr.	500		
7	**Low Voltage Cables (Four Core)**				
i	PVC sheathed 4 core non armoured cable 7/0.036" 660/1100 volts (4 mm2)	Per mtr.	500		

ii	PVC sheathed 4 core non armoured cable 7/0.044" 660/1100 volts (6 mm^2)	Per mtr.	500		
iii	PVC sheathed 4 core non armoured cable 7/0.064" 660/1100 volts (16 mm^2)	Per mtr.	400		
iv	PVC sheathed 4 core non armoured cable 19/0.052" 660/1100 volts (25 mm^2)	Per mtr.	400		
8	**LT Joint Kits and Termination Kits**				
i	LT Joint Kit for 1-core 120mm ² heat shrink water proofs with all accessories complete in all respect as required.	Each	30		
ii	LT Termination Kit for 1-core 120mm ² heat shrink water proofs with all accessories complete in all respect as required.	Each	30		
iii	LT Joint Kit for 1-core 150mm ² heat shrink water proofs with all accessories complete in all respect as required.	Each	30		
iv	LT Termination Kit for 1-core 150mm ² heat shrink water proofs with all accessories complete in all respect as required.	Each	30		
v	LT joint Kit for 1-core 185mm ² water proof with all accessories completes in all respect as required.	Each	30		
vi	LT termination Kit for 1-core 185mm ² heat shrink water proofs with all accessories complete in all respect as required.	Each	30		
vii	LT Joint Kit for 1-core 300mm ² heat shrink water proofs with all accessories complete in all respect as required.	Each	30		
viii	LT Termination Kit for 1-core 300mm ² heat shrink water proofs with all accessories complete in all respect as required.	Each	30		
ix	LT Joint Kit for 1-core 500mm ² heat shrink water proofs with all accessories complete in all respect as required.	Each	20		
x	LT Termination Kit for 1-core 500mm ² heat shrink water proofs with all accessories complete in all respect as required.	Each	20		
9	**G.I Pipe, PVC Pipe/Duct, G.I. Flexible Pipe, U-PVC**				
i	PVC Pipe 1" dia (25 mm i/d) (Conduit)	Per mtr.	1500		

ii	PVC Bends/elbow 1" (25 mm) dia	Each	200		
iii	PVC Joint/Socket 1" (25 mm) dia	Each	200		
iv	PVC Clamp 1" (25 mm)	Each	2000		
v	PVC pipe 2" dia (50 mm i/d) (Conduit)	Per mtr.	800		
vi	PVC Bends/elbow 2" (50 mm) dia	Each	100		
vii	PVC. Socket 2" (50 mm) dia	Each	100		
viii	PVC Clamp 2" (50 mm)	Each	1000		
ix	G.I. Pipe 1" dia (25 mm i/d)	Per mtr.	200		
x	G.I. Bend/Elbow 1" (25 mm) dia	Each	10		
xi	G.I. Socket 1" (25 mm) dia	Each	10		
xii	G.I Clamp small	Each	10		
xiii	G.I. pipe 2" dia (50 mm i/d)	Per mtr.	50		
xiv	G.I. Bend/Elbow 2" (50 mm) dia	Each	10		
xv	G.I. Socket 2" (50 mm) dia	Each	10		
xvi	G.I. Clamp (large)	Each	10		

xvii	PVC Flexible pipe 1" (25 mm) dia	Per mtr.	2000		
xviii	PVC Flexible 2" (50 mm) dia	Per mtr.	1000		
xix	G.I. Flexible Pipe 1" (25 mm) dia	Per mtr.	50		
xx	G.I. Flexible Pipe 2" (50 mm) dia	Per mtr.	50		
xxi	U-PVC Pipe/conduit 2" (Inch) Class D	Per mtr.	100		
xxii	U-PVC Pipe/conduit 6" (Inch) Class D	Per mtr.	50		
10	**PVC Terminal block/Line up connector.**				
i	2.5 mm^2 Line up Terminal	Each.	300		
ii	4 mm^2 Terminal block (for lights)	Each.	300		
iii	6 mm^2 Terminal block	Each.	100		
iv	10 mm^2 Terminal block	Each.	100		
v	16 mm^2 Terminal block	Each.	200		
vi	25mm^2 Terminal Block	Each.	200		
11	**Brass glands for Un-armored 4-core cable of following size:**				
i	4 mm^2	Each	20		

ii	6 mm^2	Each	20		
iii	16 mm^2	Each	20		
iv	25 mm2	Each	20		
v	70 mm^2	Each	20		
vi	95 mm^2	Each	20		
vii	120 mm^2	Each	20		
viii	150 mm^2	Each	20		
ix	185 mm^2	Each	20		
x	300 mm^2	Each	20		
xi	500 mm^2	Each	20		
12	**Cable lugs (Copper) of following size :**				
I	4 mm^2	Each	50		
Ii	6 mm^2	Each	50		
iii	16 mm^2	Each	50		
iv	25 mm^2	Each	50		

v	35 mm^2	Each	50		
vi	70 mm^2	Each	50		
vii	95 mm^2	Each	50		
viii	120 mm^2	Each	50		
ix	150 mm^2	Each	20		
x	185 mm^2	Each	20		
xi	300 mm^2	Each	20		
xii	500 mm^2	Each	20		
13	**Cable Copper Sleeves and accessories**				
i	4 mm^2	Each	30		
ii	6 mm^2	Each	30		
iii	16 mm^2	Each	30		
iv	25 mm^2	Each	30		
v	35 mm^2	Each	30		
vi	70 mm^2	Each	30		

vii	95 mm^2	Each	30		
viii	120 mm^2	Each	30		
ix	150 mm^2	Each	30		
x	185 mm^2	Each	30		
xi	300 mm^2	Each	30		
xii	500 mm^2	Each	30		
14	**Station Lights**				
i	Supply of LED Panel Light Rectangle shape 48-Watt 1x4 feet having technical specifications input voltage AC 85 265 Volt, CCT 6500K (Cool daylight) and lumens 3850 Im, operating hours 25000, Ra > 80 and PF >0.9 complete in all respect.	Each	500		
ii	Supply of specified LED/SMD lights, conforming IP20, input voltage 165-265AC volt, frequency 50/60Hz, life span 30000 Hrs, lumens minimum 110 Im/watt, PF 0.70 to 0.90, CRI > 80, color 6500k/4000k/3000k. Complete in all respect, as approved and directed by the Engineer Incharge. Panel Square Lights 2'x2' 48 Watt	Each	80		
iii.a	Supply of Lights Fitting Complete for Panel Rectangular Lights 1'x4' 48 Watt	Each	25		

iii.b	Supply of Lights Fitting Complete for Panel Square Lights 2'x2' 48 Watt	Each	25		
iv.a	Supply of Lights Fitting Cover (only) for Panel Rectangular Lights 1'x4' 48 Watt	Each	25		
iv.b	Supply of Lights Fitting Cover (only) for Panel Square Lights 2'x2' 48 Watt	Each	25		
v	Supply of LED Driver for Smart Panel LED square light 2*2 ft. 48 Watt	Each	100		
vi	Supply of LED Tube Rod 16 W having technical specifications input voltage AC 165 - 250 Volt, CCT 6500K (Cool daylight), and lumens 1600 lm.	Each	1200		
vii	Supply of specified LED/SMD lights, conforming IP20, input voltage 165-265AC volt, frequency 50/60Hz, life span 30000 Hrs, lumens minimum 110 lm/watt, PF 0.70 to 0.90, CRI > 80, color 6500k/4000k/3000k. Complete in all respect, as approved and directed by the Engineer Incharge. (Washrooms): **Batten Lights 4' long 40 Watt**	Each	300		
viii	Supply of specified LED Bulb, conforming IP20, input voltage 165-265AC volt, frequency 50/60Hz, life span 30000 Hrs, lumens minimum 110 lm/watt, PF 0.70 to 0.90, CRI > 80, 90% energy saving, color 6500k/4000k/3000k. Complete in all respect, as approved and directed by the Engineer Incharge. **18Watt**	Each	20		
ix	Bulb Holder surface mount type	Each	20		

x	Supply of LED Flood Light, conforming IP 65/66, having body of anodized aluminum frame with heat proof glass, input voltage 165-265AC, frequency 50/60Hz, PF 0.70 to 0.90, CRI >80, lumens minimum 120 lm/watt, Life span 30000Hrs, color 6500k/3000k. Complete in all respect, as approved and directed by the Engineer Incharge. **100 Watt**	Each	50		
xi	Supply of LED Flood Light, conforming IP 65/66, having body of anodized aluminum frame with heat proof glass, input volatage 165-265AC, frequency 50/60Hz, PF 0.70 to 0.90, CRI >80, lumens minimum 120 lm/watt, Life span 30000Hrs, color 6500k/3000k. Complete in all respect, as approved and directed by the Engineer Incharge. **150 Watt**	Each	50		
xii.a	Supply of Driver for LED Flood Light **100W**	Each	50		
xii.b	Supply of Driver for LED Flood Light **150 Watt**	Each	50		
xiii.a	Supply of Surge Protection Device (SPD) for LED Flood Light **100W**	Each	70		

xiii.b	Supply of Surge Protection Device (SPD) for LED Flood Light **150 Watt**	Each	70		
15	**Station Fans**				
i	Providing Pakistan Energy Label NEECA approved Copper winded wall mega bracket Fan i/c the cost of necessary cable and hardware for connection as approved and directed by Engineer Incharge 18" Sweep dia	Each	400		
ii	Providing Pakistan Energy Label NEECA approved Copper winded wall bracket Fan i/c the cost of necessary cable and hardware for connection as approved and directed by Engineer Incharge 18" Sweep dia	Each	50		
iii	Providing Pakistan Energy Label NEECA approved Copper winded Exhaust Fan i/c the cost of necessary cable and hardware for connection from ceiling rose complete as approved and directed by Engineer Incharge a) Plastic body (i) 12 " dia	Each	70		
iv	Rewinding of fan motor with copper wire for Wall Bracket / Mega Bracket (18") fan. Compatible with existing specification.	Job	500		
vi	Supply of Capacitor **(2.2 uF)** for Circomatic/ Wall Bracket Fan (18"). Compatible with existing specification.	Each	800		
viii	Ball Bearing size (6201, 6202, and 6203) Japan made for Wall Bracket 18" / exhaust fan 12" compatible with existing specification.	Each	1000		
ix	Providing Pakistan Energy Label NEECA approved Copper winded Exhaust Fan i/c the cost of necessary cable and hardware for connection from ceiling rose complete as approved and directed by Engineer Incharge a) Plastic body (i) 10" dia	Each	5		
16	**Split AC And Accessories.**				
i	Supply of Split Air Conditioning DC Inverter 1.5 ton (18000 BTU) 150-240V (low voltage startup), 50 Hertz, min 60 %	Job	5		

	energy efficient,3D air flow, with outdoor Unit (Diakin/ Mitsubishi/ Gree or equivalent) at data cabin roof with MS bracket / clamps / grouting including all installation, and operational accessories as required for proper completion, as per technical specification.				
ii	Supply of 16 Amp 220 - 240 V, single pole circuit breaker AC shoe	Each	50		
iii	Supply of 3 Pin power socket 20 Amp	Each	50		
iv	Refrigerant Gas Charging R-32 for 1.5 ton AC	Job	100		
v	Refrigerant Gas Charging R-410 for 1.5 ton AC	Job	100		
vi	Supply of Dual Run Capacitor for 1.5 ton AC	Each	100		
vii	Supply of Copper Pipe 1/2”	Rft	200		
viii	Supply of Copper Pipe 1/4”	Rft	100		
ix	Supply of Insulation of Copper Pipe	Rft	100		
x	Supply of Compressor for 1.5 ton AC	Each	10		
xi	Supply of Air Conditioner Blower Motor for indoor unit of 1.5 ton AC	Each	10		
xii	Supply of Air Conditioner Condenser Fan Motor of 1.5 ton AC	Each	10		
xiii	Supply of Air Conditioner Blower fan for indoor unit of 1.5 ton AC	Each	10		
xiv	Supply of Air Conditioner Contactor of 1.5 ton AC	Each	10		
xv	Supply of Air Conditioner Condenser Fan blade of 1.5 ton AC	Each	10		
xvi	Supply of Air Conditioner Main PCB – Printed Circuit Board (kit) of 1.5 ton	Each	10		
xvii	Supply of Air Conditioner Control Board of 1.5 ton AC as per technical specification of OEM.	Each	10		
xviii	Supply of Air Conditioner Flame Sensor of 1.5 ton AC	Each	10		
xix	Supply of Air Conditioner Moisture Sensor of 1.5 ton AC	Each	10		
xx	Supply of Air Conditioner Temperature Sensor of 1.5 ton AC	Each	10		
xxi	Supply of Air Conditioner Flare Nut (1/2”) of 1.5 ton AC	Each	100		
xxii	Supply of Air Conditioner Flare Nut (5/8”) of 1.5 ton AC	Each	100		
xxiii	Supply of Air Conditioner Reversing Valve of 1.5 ton AC	Each	10		
xxiv	Repair of Air Conditioner Main PCB – Printed Circuit Board	Job	10		

	kit of 1.5 ton AC				
xxv	Repair of Air Conditioner Control Board of 1.5 ton AC.	Job	10		
xxvi	Repair of Coil of indoor unit of 1.5 ton AC.	Job	30		
xxvii	Repair of Coil of outdoor unit of 1.5 ton AC.	Job	30		
xxviii	Repair of Compressor for 1.5 ton AC.	Job	10		
17	**Wiring Accessories**				
i	3 pin, 10/15 Amp. wall socket (Open type) complete with necessary screws and fixing accessories.	Each	100		
ii	3 pin, 10/15 Amp. wall socket (Recessed type) complete with necessary screws and fixing accessories.	Each	100		
iii	Plug 3 pin and switch (combined/recessed) 10/15 Amp. complete with necessary screws and fixing accessories.	Each	100		
iv	Switch Plate with switches (Small-one way) One Gange complete with necessary screws and fixing accessories.	Each	100		
v	Switch Plate with switches (Small-one way) Two Gange complete with necessary screws and fixing accessories.	Each	100		
vi	Switch Plate with switches (Small-one way) Three Gange complete with necessary screws and fixing accessories.	Each	100		
vii	Switch Plate with switches (Large-one way) Four Gange complete with necessary screws and fixing accessories.	Each	100		
viii	Electric shoe 3 pin 10/15 Amps complete with necessary screws and fixing accessories.	Each	100		
ix	32 Amp Industrial Socket 5P (3P + N +C) complete with necessary screws and fixing accessories.	Each	50		
x	M.S Box 4" x 4" (100 x 100 mm) 16SWG complete with necessary screws and fixing accessories.	Each	100		
xi	M.S Box 7" x 4" (175 x 100 mm) 16SWG complete with necessary screws and fixing accessories.	Each	100		
xii	PVC/plastic Water Proof PVC junction box (240mm * 190mm * 90mm) complete with necessary screws and fixing accessories.	Each	40		
xiii	PVC/plastic Water Proof PVC junction box (200mm * 100mm * 70mm) complete with necessary screws and fixing accessories.	Each	40		
xiv	PVC/plastic Water Proof PVC junction box (150mm * 110mm * 70mm) complete with necessary screws and fixing	Each	100		

	accessories.				
xv	PVC/plastic Water Proof PVC junction box (100mm * 100mm * 70mm) complete with necessary screws and fixing accessories.	Each	100		
xvi	PVC/plastic Water Proof PVC junction box (100mm * 100mm * 50mm)	Each	100		
xvii	PVC Insulation Tap standard Size	Each	2000		
xviii	Weather Proof insulation Tap	Each	200		
xix	Junction Box Cover (4" x 8")	Each	300		
18	**Electrical Distribution Panel Goods/Material /Circuit Breakers** ABB/Siemens/Schneider/terasaki (European/Japan Origin Only) or approved equivalent from authorized supplier				
i	1000 Amps MCCB TP (Adj.) Ics=50kA	Each	4		
ii	400 A Load Breaker Switch Triple Pole	Each	5		
iii	800 Amps TP (adj.) MCCB Ics=50kA	Each	5		
iv	630 Amps MCCB TP (Adj.) Ics=50kA	Each	5		
v	400 Amps TP (adj.) MCCB Ics=50kA	Each	10		
vi	160 Amps MCCB TP Ics = 50KA,	Each	10		
vii	100 Amps MCCB TP (Adj.) Ics=25kA	Each	15		
viii	50 Amps MCCB TP Ics = 25KA	Each	40		

ix	50 Amp MCB Single Pole Ics = 10KA	Each	40		
x	32 Amps MCCB TP (Adj.) Ics=25kA	Each	50		
xi	32 Amps Single Pole Ics=10KA	Each	50		
xii	20 Amp MCB, SP, Ics=10 kA	Each	70		
xiii	16 Amp MCB, SP, Ics=10 kA	Each	70		
xiv	16 Amp MCB, 2 Pole, Ics=10 kA	Each	70		
xv	Double Pole 6-63 Amp (10 KA)	Each	100		
xvi	10 Amp MCB, SP, Ics=10 kA	Each	100		
xvii	6 Amp MCB, SP, Ics=10 kA	Each	25		
19	**Magnetic Contactors**				
i	Magnetic Contactor TP (AC-3) 24A, 11KW	Each	30		
ii	Magnetic Contactor TP (AC - 3) 32A, 15KW	Each	30		
iii	Magnetic Contactor TP (AC-3) 47A, 22KW	Each	30		
iv	Magnetic Contactor TP (AC-3) 45A, 25KW.	Each	30		
v	Magnetic Contactor TP (AC-3) 40A,	Each	30		

vi	Magnetic Contactor TP (AC - 3) 50A,	Each	30		
vii	Magnetic Contactor TP (AC-3) 60A,	Each	30		
viii	Magnetic Contactor TP (AC-3) 80A,	Each	30		
20	**Current Transformers**				
i	800/5 Amps Current Transformers	Each	8		
ii	630/5 Amps current Transformer	Each	8		
iii	400/5 Amps current Transformer	Each	40		
iv	200/5 Amp Current Transformer	Each	40		
v	150/5 Amps Current Transformer	Each	40		
vi	100/5 Amps Current Transformers	Each	40		
21	**Volt Meters, Amp Meters & Surge Suppressors**				
i	0-600 Volts AC DIGITAL Voltmeter (Size 96*96 mm)	Each	30		
ii	0-800 Amps AC DIGITAL Ammeter	Each	30		
iii	Digital Ampere Meter 1A to 10,000/5A (Size 96*96mm)	Each	30		
iv	Surge Suppressors	Each	10		

22	**Selector Switch**				
i	20A Volt Selector Switch (07 Position)	Each	40		
ii	20A Ampere Selector Switch 04 position (R-Y-B-OFF)	Each	40		
iii	Selector Switch (manual, photo cell and off)	Each	40		
23	**Indication Lights**				
i	Panel light 220VAC	Each	100		
ii	Limit switch (for Panel Light)	Each	100		
iii	Indication light 22 mm LED 220 VAC RYB	Each	200		
iv	Push Button (On, Off) 220V AC.	Each	200		
24	**Photo Cell and Accessories**				
i	Photo Electric Switch with photo cell 220 VAC	Each	5		
ii	Timer relay with base (for photo electric switch) 220 - 240V AC	Each	5		
25	**Cable Tie**				
i	Cable Tie (6") per packet (100 pcs)	Each	40		
ii	Cable Tie (12") per packet (100 pc)	Each	40		

iii	Cable Tie Tag (6") packet (100 pcs)	Each	40		
26	UPS batteries 12 V 100Amp	Each	5		
27	Dry Battery 12V 150 A	Each	3		
28	Door Lock for Electrical distribution panel.	Each	300		
29	Gasket for Panel Doors	Per mtr.	200		
30	Repair the single panel door with required welding works.	Job	200		
31	Preparing surface and painting with Matt/Glossy high chemical resistant/hardwearing Polyurethane paint (Epoxy Paint) by sprayer/Brush i/c the cost of Primer coat , all material and labour complete in all respects as approved and directed by the Engineer In charge.				
i	Priming Coat	per. SFT	600		
ii	Each and subsequent Coat	per. SFT	600		
32	**Solar Energy System**				
i	PV Module/Solar Panel 715Watt, N- type, Bifacial HJT Half-cell double glass, Tier-01, A-Grade	Each	35		
ii	PV Module/Solar Panel, N- type, Bifacial HJT Half-cell double glass, Tier-01, A-Grade	Per Watt	25000		
iii	Solar – Diesel Integration Controller Generator (DGP Controller) Compatible with Solar Inverter installed, Fit for Purpose, complete in all respects	Each	1		
iv	Zero Export Device (ZED) compatible with existing installation, Fit for Purpose, complete in all respects	Each	1		
v	MCCB Circuit Breaker 04-Pole (320 Amp)	Each	4		
vi	AC Surge Protection Device (SPD) Triple Pole (63 Amp)	Each	8		
vii	DC Fuse, 1000 VDC, 30 Amp, Single Pole	Each	40		

viii	DC Flexible Cable 1500VDC, Cu-XLPO-XLPO, **Size: 06mm^2**	Mtr	200		
ix	DC Flexible Cable 1500VDC, Cu-XLPO-XLPO, **Size: 10mm^2**	Mtr	200		
x	AC Standard Cable, Cu-XLPE-PVC, 06/1KV, Single Core, **Size: 150mm^2**	Mtr	80		
xi	AC Standard Cable, Cu-XLPE-PVC, 06/1KV, Single Core, **Size: 70mm^2**	Mtr	50		
xii	AC Standard Cable, Cu-XLPE-PVC, 06/1KV, Single Core, **Size: 16mm^2**	Mtr	50		
xiii	Earthing Cable, Cu-PVC, 06/1KV, Single Core **Size: 16mm^2**	Mtr	100		
xiv	Earthing Cable, Cu-PVC, 06/1KV, Single Core, **Size: 06mm^2**	Mtr	100		
xv	MC4 Connector IP-67/68	Each	50		
Total Goods/Material Cost (PKR)					

Note:

1. **Lowest Evaluated Bid Price** shall be considered to Financially Evaluate the bid.
2. The bidder shall be declared **Lowest Evaluated Bidder** if it **qualified technically** as per 'Table 01 (Mandatory Requirements) & Table 02 (Evaluation Criteria)" and **lowest financially** subject to fulfilment of all other terms & conditions.
3. In case of difference between unit price and total price, unit price shall prevail and total price shall be "final". *(Please refer ITB clause 2.5.6).*
4. In case of difference between amount in "words" and amount in "figures", amount in "words" shall be considered final.
5. The Bidders/Service Provider is required to complete the price schedule carefully and in case of any discrepancy or multiple price, the bid shall not be considered.
6. Alternative or other than this Performa or incomplete Performa shall not be acceptable.

7. In case of abnormal bid, PMA may demand additional performance guarantee/undertaking for completion of work.
8. Client/PMA has the right to change in the quantities of the required item or cancel the bid at any point of time
9. The Payment shall be made as per actual services and after the issuance of satisfactory delivery note/certificate from the concerned officer of PMA.

Date ___________________________

Signature of authorized person

Name: ____________________________ (Company Seal)

____

In the capacity of Duly authority by

Note: No cutting or overwriting is allowed. Any cutting, overwriting, or incomplete informatory request will lead to rejection of this bid/offer (financial).

8.11. Bid Security Form

Whereas *[name of the Bidders / Service Providers* (hereinafter called "the Bidders / Service Providers") has submitted its Bid dated *[date of submission of Bid]* for the supply of *[name and/or description of the goods]* (hereinafter called "the Bid").

KNOW ALL PEOPLE by these presents that WE *[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called "the Bank"), are bound unto *[name of Procuring Agency]* (hereinafter called "the Procuring Agency") in the sum of for which payment well and truly to be made to the said Procuring Agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this day of 20___.

THE CONDITIONS of this obligation are:

1. If the Bidders / Service Providers withdraws its Bid during the period of Bid validity specified by the Bidders on the Bid Form; or

2. If the Bidders / Service Providers, having been notified of the acceptance of its Bid by the Procuring Agency during the period of Bid validity:

   (a) fails or refuses to execute the Contract Form, if required; or
   (b) fails or refuses to furnish the Performance Guarantee, in accordance with the Instructions to Bidders / Service Providers;

we undertake to pay to the Procuring Agency up to the above amount upon receipt of its first written demand, without the Procuring Agency having to substantiate its demand, provided that in its demand the Procuring Agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including thirty (30) days after the period of Bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

____

[Signature of the bank]

Section IX- Check List

The provision of this checklist is essential prerequisite along with submission of tenders (with technical proposal).

Note: ***Write "Not Applicable" (N/A) where it does not apply***

Sr. #	Detail	Responsive	Non-responsive
1	Must be registered as Sole Proprietor/AOP/SECP firm		
2	Registration of the Bidder with PEC in at least C3 category with code of specialization related to Electrical Works		
3	Active Registration with Income Tax Authorities (National Tax Number NTN) i.e FBR		
4	Copy of active Registration with Sales Tax Authorities (STRN) i.e PRA		
5	Bid Security: of the required amount On Punjab E-Procurement System (Linked With BOP) Electronically in The Manner Prescribed By Punjab E-Procurement System. No Physical Financial Instrument Will Be Accepted		
6	Fill **Form 8.1,** Technical Proposal Submission Form (Signed & Stamped)		
7	Fill **Form 8.2,** Undertaking (Signed & Stamped)		
8	Fill **Form 8.3**, Bidder's JV Members Information Form (Not Applicable)		
9	Fill **Form 8.4,** Bidder Profile Form with 8.4 (a) Audit Statements 8.4 (b) Detail of Experiences 8.4 (C) Human Resource Detail		
10	Fill **Form 8.5,** General Information Form (Signed & Stamped)		
11	Affidavit (as per **Form 8.6**) on non-judicial E-Stamp Paper of Rs. 300/- (Signed & Stamped)		
FINANCIAL PROPOSAL CHECKLIST (To be submitted in a separate sealed envelope)			
1	Fill **Form 8.8** Financial Proposal Submission Form (Signed & Stamped)		
2	Fill **Form 8.10** Financial Bid Form/Price Schedule (Signed & Stamped) including Summary of Cost, Services Component, Model Form I, Parts / Material Component		

Note:

This Checklist is made only for the use of Bidders to check/ confirm its/ their documents attachment, which is not the part of the bidding documents. In case of any conflict between checklist and bidding documents the words or figures/ statement given in bidding documents shall prevail.

Note: The submission of a bid, along with the bidding documents, shall be considered as the bidder's agreement to all terms and conditions outlined in the bidding document.

Stamp & Signature of Bidders ________________________